

12-2-1985

## Board of Trustees Minutes, December 2, 1985

Eastern Washington University

Follow this and additional works at: [http://dc.ewu.edu/trustees\\_minutes](http://dc.ewu.edu/trustees_minutes)

---

### Recommended Citation

Board of Trustees Minutes, December 2, 1985. Board of Trustees Records, University Archives & Special Collections, Eastern Washington University, Cheney, WA. [http://dc.ewu.edu/trustees\\_minutes](http://dc.ewu.edu/trustees_minutes).

This Article is brought to you for free and open access by the Board of Trustees Records at EWU Digital Commons. It has been accepted for inclusion in Board of Trustees Minutes by an authorized administrator of EWU Digital Commons. For more information, please contact [jotto@ewu.edu](mailto:jotto@ewu.edu).

## Agenda

### Board of Trustees Eastern Washington University

December 2, 1985

9:00 a.m., Pence Union Building, Commuter Lounge

- I. Call to Order
- II. Quorum Call
- ✓ III. Approval of Minutes (Attachment III.)
- IV. Board of Trustees
  - A. Chair
  - B. Trustees
- V. President
- VI. Academic Affairs
  - ✓ A. Vice President
    - 1. Summer Session Fees (Attachment VI.A.1)
    - 2. Tri-Cities University Agreement (Attachment VI.A.2)
    - 3. Robert Reid Lab School Information Report on Alternative Funding
  - B. Faculty Organization President
- VII. Business & Finance
  - ✓ A. Vice President
    - 1. A/E Consultant Selection for Fire Suppression Systems (Attachment VII.A.1)
    - 2. A/E Consultant Selection for Electrical System Renewal (Attachment VII.A.2)
    - 3. A/E Consultant Selection for Campus Asbestos Survey (Attachment VII.A.3)

4. Public Works Contract Award  
Over \$17,500 for PUB/Tawanka  
Transformers Replacements (Attachment VII.A.4)
5. Acceptance of Public Works  
Contracts Over \$17,500 (Attachment VII.A.5)
  - a. Dressler Hall Window Re-  
placement
  - b. Reroofing of Campus  
Buildings
  - c. Campus Asbestos Abatement,  
Phase I
6. A/E Consultant Selection for  
Roof Replacement Project (Attachment VII.A.6)
7. A/E Consultant Selection for  
Water Storage & Distribution  
System (Attachment VII.A.7)
8. Lease Space for Physical  
Therapy Program & Renewal of  
Dental Hygiene Lease (Attachment VII.A.8)
9. WAC Revision (Attachment VII.A.9)

✓ VIII. Extended Programs

- A. Vice President
  1. Museum of Native American  
Culture (Attachment VIII.A.1)
  2. Uplink (Attachment VIII.A.2)
- B. Foundation/Alumni

IX. Student Services

- A. Vice President
  1. Student Petition in Support  
of Reinstating the Gallery  
Director's Position
- B. Associated Students President

X. Additional Business

XI. Executive Session

An executive session will be called for the purpose of discussing personnel and legal matters as appropriate. The session will last approximately one hour.

✓ XII. Personnel Actions

(Attachment XII.)

## Minutes

### Eastern Washington University

Board of Trustees

December 2, 1985

The Board of Trustees of Eastern Washington University held its regular meeting on December 2, 1985, at 9:00 a.m., in the Commuter Lounge of the Pence Union Building on the Cheney campus of Eastern Washington University.

#### BOARD MEMBERS PRESENT

Mrs. Jean L. Beschel, Chair  
Mr. Michael Ormsby, Vice Chair  
Ms. Kathryn Bannai, Ms. Bannai arrived at 10:30 a.m.  
Mrs. Eleanor Chase  
Mr. Jack Geraghty  
Mr. Bert Shaber

#### BOARD MEMBERS ABSENT

Mr. Joe Jackson

#### STAFF PRESENT

Dr. H. George Frederickson, President, EWU  
Mr. Kenneth R. Dolan, Secretary, Board of Trustees  
Dr. Duane Thompson, Vice President, Academic Affairs  
Dr. Frank Borelli, Vice President, Student Services  
Dr. Gordon Martinen, Vice President, Extended Programs  
Dr. Russ Hartman, Vice President, Business & Finance  
Mr. Robert Graham, Director, Planning Facilities  
Mr. Don Manson, Business Manager, Business & Finance  
Dr. Jerald Tunheim, Dean, Mathematical Sciences & Technology  
Dr. John Douglas, Vice Provost for Graduate Affairs  
Ms. Mary Rubright, Director, Women's Athletics  
Mr. Skip Amsden, Director, Career Planning and Placement  
Dr. Steven Christopher, Vice Provost for Undergraduate Studies  
Dr. William Katz, Dean, School of Human Learning & Development  
Dr. William Slater, Dean, School of Fine Arts  
Ms. Beth Ann Carr, Interim Director, EWU Foundation  
Dr. Vincent Stevens, Dean, School of Health Sciences  
Mr. Richard Clark, Architect Supervisor, Architectural & Eng. Services  
Mr. Owen Clarke, Senior Assistant Attorney General

## STUDENTS

Mr. Patrick Davidson, President, Associated Students

## FACULTY

Dr. Robert Gibbs, President, Faculty Organization  
Mr. Jack Swan, Vice President, Faculty Organization

## MEDIA PRESENT

Mr. Jim Sparks, The Spokesman Review-Chronicle  
Mr. Bob Siler, The Cheney Free Press  
Ms. Molly Anselmo, Easterner  
Mr. Ron Langley, KXLY TV  
Mr. Gary Darigold, KHQ TV  
Mr. Don Reeves, KREM TV

## BUSINESS MEETING

Jean Beschel, Chair, EWU Board of Trustees, declared a quorum and called the business meeting to order at 9:05 a.m.

### MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING OF OCTOBER 24, 1985, Agenda Item III.

Motion #01-12-85: "I move that the minutes of the October 24, 1985 Board of Trustees meeting be approved."

Motion by Mr. Ormsby, seconded by Mrs. Chase, approved unanimously.

### BOARD OF TRUSTEES REPORT, Agenda Item IV.

Mrs. Beschel noted the letter to the Editor of the Spokesman Review from Dr. Gibbs and Dr. Frederickson, addressing comments by a former Board member, who had critized faculty members' work habits. Mrs. Beschel stated that she felt Dr. Gibbs' and Dr. Frederickson's letter should have reassured everyone that the amount of classroom instruction, research and public service faculty members at Eastern are doing, meets or exceeds what is generally expected of teaching faculty.

Mike Ormsby reported that the EWU 2000 Pre-planning Committee had begun its work and had met twice since the last Board meeting. Committee members represent very diverse and strong opinions, but are working together in a very positive way. The goals for the Pre-planning Committee have been identified, but the process may take longer than originally planned.

Mr. Shaber reminded the Board that the Association of University Boards Conference will be held on December 4. The work sessions will include individuals from politics, business, and the legal professions.

PRESIDENT'S REPORTS, Agenda Item V.

Eastern Washington University and Stanford will represent the Pacific Region of the Association of Computing Machinery at the International Scholastic Programming Contest, February 4 - 6, 1986. The contest will be held in Cincinnati and will draw student programmers from all the top institutions in the country.

EWU has received a Title II Grant of \$43,000 to fund eight, week-long workshops in Physics and Chemistry during the summer quarter of 1986. These workshops are designed for teachers with limited preparation in the sciences.

The Joint Center for Higher Education in Spokane has held two meetings. Dr. Richard Ferrin, President of Ferrin and Associates, has been elected temporary chair. The board is working on a goal statement and the question of fiscal agency.

SUMMER SESSION FEES, Agenda Item VI.A.1

Motion #02-12-85: "I move that action be delayed on setting the summer session fees until the January 16, 1986 meeting."

Motion by Mr. Ormsby, seconded by Mrs. Chase, approved unanimously.

Vice President Thompson indicated that he and his staff were still working on the best solution to self-funding of the Summer Quarter. A delay until the January meeting will allow him more time to develop an equitable fee policy and still generate sufficient revenues to maintain a summer program at approximately last years level.

TRI-CITIES UNIVERSITY AGREEMENT, Agenda Item VI.A.2

Motion #03-12-85: "I move that the Tri-Cities University Center Agreement be approved subject to the following changes:

Section B.2, replace the words "the research universities" with "University of Washington and Washington State University," and set the goal of a single university center budget for the Fall of 1987 rather than 1986.

Section B.4, the fiscal agent should be rotated among the four institutions rather than residing with the University of Washington.

In section C.1.a, it should be made clear that the Citizens Advisory Council is a policy-developing administrative body rather than a policy-making body. Policy-making is the sole responsibility of the Trustees and Regents of the respective institutions.

Motion by Mr. Ormsby, seconded by Mr. Shaber, approved unanimously.

The Trustees approval is subject to inclusion of the above changes and also requires a status report to be made at the June, 1986 Board of Trustees Meeting and a full review of the Tri-Cities Center Agreement at the December 1986 Board of Trustees meeting.

ROBERT REID LAB SCHOOL INFORMATION REPORT, Agenda Item VI.A.3

Representatives of the Reid Lab School were not prepared to make a report on alternative funding at this time.

FACULTY ORGANIZATION PRESIDENT, Agenda Item VI.B.

See appendix I.

RECESS

The Chair called a recess at 10:30 a.m. The meeting was called back into session at 10:40 a.m.

A/E CONSULTANT SELECTION FOR FIRE SUPPRESSION SYSTEMS, Agenda Item VII.A.1

Motion #04-12-85: "I move that the engineering firm, Thomas J. Gerard, be awarded the Fire Suppression Systems contract, project #FP-85-04, in the amount of \$35,000.

Motion by Mr. Geraghty, seconded by Ms. Bannai, approved unanimously.

A/E CONSULTANT SELECTION FOR ELECTRICAL SYSTEM RENEWAL, Agenda Item VII.A.2

Motion #05-12-85: "I move that the firm, Bovay Engineering, be awarded the Electrical Systems Renewal contract, project #FP-85-01, in the amount of \$96,000.

Motion by Mrs. Chase, seconded by Mr. Ormsby, approved unanimously.

A/E CONSULTANT SELECTION FOR CAMPUS ASBESTOS SURVEY, Agenda Item VII.A.3

Motion #06-12-85: "I move that the firm, Dorothy L. Stansel, be awarded the Campus Asbestos Survey contract, project #AE-85-08, in the amount of \$35,000.

Motion by Mr. Shaber, seconded by Mr. Ormsby, approved unanimously.



PUB/TAWANKA TRANSFORMER REPLACEMENTS, Agenda Item VII.A.4

Motion #07-12-85: "I move that the firm, Aztec Electric, Inc. be awarded the contract for the replacement of the PUB and Tawanka transformers, project #FP-84-19, in the amount of \$64,900."

Motion by Mr. Ormsby, seconded by Mrs. Chase, approved unanimously. Mrs. Beschel, citing a potential conflict of interest, abstained from voting on this agenda item.

ACCEPTANCE OF DRESSLER HALL WINDOW REPLACEMENT, Agenda Item VII.A.5.a

Motion #08-12-85: "I move that contract #FP-84-06G, with the R. Redding Construction Company, in the amount of \$128,333.34, for the replacement of windows in Dressler Hall be accepted."

Motion by Mr. Geraghty, seconded by Mr. Ormsby, approved unanimously. Mrs. Beschel, citing a possible conflict of interest, abstained from voting on this motion.

CAMPUS BUILDINGS REROOFING, Agenda Item VII.A.5.b.

Motion #09-12-85: "I move that contract #FP-84-03R, with Spokane Roofing Company, in the amount of \$254,673.81 be accepted."

Motion by Mr. Ormsby, seconded by Mrs. Chase, approved unanimously.

CAMPUS ASBESTOS ABATEMENT, PHASE I, Agenda Item VII.A.5.c

Motion #10-12-85: "I move that contract #AE-85-07G with Central Painting, Inc., in the amount of \$19,560 be accepted."

Motion by Mr. Ormsby, seconded by Mrs. Chase, approved unanimously.

A/E CONSULTANT SELECTION FOR ROOF REPLACEMENT PROJECT, Agenda Item VII.A.6

Motion #11-12-85: "I move that the firm, Northwest Architectural Company, be awarded the contract for Roof Replacement, project #FP-85-02, in the estimated basic service fee amount of \$25,000."

Motion by Mr. Ormsby, seconded by Ms. Bannai, approved unanimously.

A/E CONSULTANT SELECTION FOR WATER STORAGE & DISTRIBUTION  
SYSTEM, Agenda Item VII.A.7

Motion #12-12-85: "I move that the firm, Century West Engineering, be awarded the engineering contract, project #FP-85-03, in the approximate amount of \$64,000."

Motion by Mr. Geraghty, seconded by Mr. Ormsby, voting yea, Chase, Ormsby and Geraghty; voting no, Bannai, Shaber and Beschel. Motion did not pass.

Motion #13-12-85: "I move that the award of the contract for the selection of the Architect for the Water Storage & Distribution System be delayed until the January meeting."

Motion by Mr. Shaber, seconded by Ms. Bannai, approved unanimously.

Trustees continue to have questions concerning the bidders responsiveness to affirmative action and minority and women business enterprise rules.

LEASE SPACE FOR PHYSICAL THERAPY PROGRAM & RENEWAL OF DENTAL  
HYGIENE LEASE, Agenda Item VII.A.8

Motion #14-12-85: "I move that the proposal to lease space in the Paulsen Building to house the Physical Therapy Program and the renewal of the lease in the Paulsen Building for the Dental Hygiene Program be approved subject to the coordination of the Joint Center for Higher Education in Spokane."

Motion by Mr. Ormsby, seconded by Ms. Bannai, approved unanimously.

WAC REVISIONS, Agenda Item VII.A.9

Motion #15-12-85: "I move that the proposed revisions to the Washington Administrative Code be approved, except that the ten day notice provision in WAC 172-144-050 be retained."

Motion by Mr. Ormsby, seconded by Mrs. Chase, approved unanimously.

MUSEUM OF NATIVE AMERICAN CULTURE, Agenda Item VIII.A.1

Motion #16-12-85: "I move that the Board take under consideration the proposed agreement between Eastern Washington University and the Museum of Native American Culture."

Motion by Mr. Ormsby, seconded by Mr. Geraghty, approved unanimously.

The interested parties have not been able to come to agreement on all elements of the proposed agreement. By this action the Board postpones indefinitely consideration of this matter.

UPLINK, Agenda Item VIII.A.2

Motion #17-12-85: "I move that the University proceed with the Uplink project and develop a fiscal plan, including capitalization and operating costs for the first five years and show how the faculty will be involved in this project."

Motion by Mr. Ormsby, seconded by Ms. Bannai, approved unanimously.

GALLERY DIRECTOR'S POSITION, Agenda Item IX.A.1

A petition calling for the reinstatement of the Gallery Director's position was presented by Ms. Sally Cooper. Mr. Tom Askman, Associate Professor of Art, stated that eliminating the Gallery Director's position had damaged the Art program.

Mr. Ormsby requested Drs. Thompson and Slater to prepare a report for the next Board meeting, describing the Galleries Program and the efforts being made by the Art Department to continue this program.

ASSOCIATED STUDENTS PRESIDENT REPORT, Agenda Item IX.B.

See appendix II.

ADDITIONAL BUSINESS, Agenda Item X.

Mr. Shaber requested a briefing on insurance programs and suggested that cooperative efforts by the universities might hold costs down.

Mrs. Beschel noted that the Business & Finance Vice President is working on this problem.

EXECUTIVE SESSION, Agenda Item XI.

The Chair called an executive session at 1:20 p.m. and announced that the executive session would last approximately one hour and was being called for the purpose of discussing personnel matters.

The meeting was called back into session at 2:20 p.m.

PERSONNEL ACTIONS, Agenda Item XII.

Motion #18-12-85: "I move that the personnel actions be approved as submitted."

Motion by Mr. Shaber, seconded by Mrs. Chase, approved unanimously.

The personnel actions included the renewal of Dr. H. George Frederickson's contract at no change in compensation, for the 1986 calendar year. Mrs. Beschel expressed the Board's confidence in President Frederickson and noted that they had conducted an evaluation of the President in June and at that time expressed full confidence in his leadership.

NEXT MEETING DATE

The next regular meeting date of the Board of Trustees will be on January 16, 1986, at 9:00 a.m. in the Pence Union Building, Commuter Lounge.

ADJOURNMENT

The meeting adjourned at 2:25 p.m.

---

JEAN L. BESCHEL, Chair  
Board of Trustees

---

KENNETH R. DOLAN, Secretary  
Board of Trustees

# EWU

## Memorandum

To: H. George Frederickson, President

From: Duane <sup>DT/sk</sup>Thompson, Vice President, Academic Affairs

Date: November 22, 1985

Subject: Summer Session Special Fees

By action of the 1985 Legislature, Eastern Washington University will be required to offer its 1986 Summer Session on a self-sustaining basis. Consequently, students will be charged an additional fee for the Summer Quarter.

I recommend the Board of Trustees authorize the assessment of a \$50 fee to be paid by all students at the time of registration. The fee will be applicable only during the Summer Quarter and will be in addition to all other tuition and fees normally assessed.

# EWU

## Memorandum

RECEIVED

NOV 13 1985

PL. INQUIRY 1-7-85

To: H. George Frederickson, President

From: Duane G. Thompson, Vice President and Provost for Academic Affairs

Date: November 12, 1985 *DGT*

Subject: Tri-Cities University Center Agreement

The attached material is the interinstitutional agreement for the administration of the Tri-Cities University Center in Richland. The agreement is the culmination of discussions over several months and represents the "best fit" arrangement for the participating universities at this point in time.

The Tri-Cities University Center is an innovative concept for the delivery of baccalaureate and graduate degree programs in off-campus centers. The arrangement should be viewed as promising but with challenges and obstacles to overcome if it is to be a satisfactory arrangement for the participants. It appears to be a reasonable approach in the current climate for higher education in the State of Washington.

I recommend the Board of Trustees approve the agreement as drafted in the memo.

DGT:v

## TRI-CITIES UNIVERSITY CENTER AGREEMENT

In the interests of developing an integrated Tri-Cities University Center ("Center") to serve the citizens of the Tri-Cities region who are unable to leave the area to attend one of the six public universities as on-campus resident students, the University of Washington, Washington State University, Central Washington University, and Eastern Washington University, hereby declare the Goals, Principles of Operations, and the Organizational Structure for the Center.

### A. Goals

1. The Center shall offer coherent academic degree programs at the upper-division and graduate level and continuing education programs consistent with its mission for place-bound adults established in the Tri-Cities work force.
2. The Universities make a strong commitment to providing high quality academic programs, consistent with the standards of quality required at home campuses.
3. Program competition and duplication will be avoided.
4. Degrees shall be offered by the individual institutions and each institution shall participate in ways appropriate to its current role and mission. It is recognized that Columbia Basin Community College has responsibility for providing lower-division course instruction. Where

consistent with the Center's mission, it shall coordinate upper division course offerings with appropriate community college courses and programs.

B. Principles of Operation

1. The process of integration shall begin with the establishment of administrative and academic policy groups, and the Center will begin operation January 1, 1985. The new Center governance and administrative structures shall supersede all existing governing and coordinating arrangements.
2. During the first two years (1985-87 biennium) the research universities will operate according to current fiscal procedures and Central Washington University and Eastern Washington University will separately identify and budget the institutional funds to be used to support their Tri-Cities offerings. It is the goal of the participating universities to operate with a single University Center budget by Fall, 1986.
3. Beginning with the 1985-87 biennium, student credit hours generated by Center courses will not be included in institutional campus enrollment counts.



4. Beginning with the 1987-89 biennium, the Center shall prepare one budget request based on institutional programming. Each institution shall participate in the development of the budget request and decisions related to the allocation of funds. The Administrative Board shall have responsibility for preparing and allocating the budget. For the 1987-89 biennial budget preparation, the University of Washington shall be designated fiscal agent for the Center.
5. Beginning July 1, 1987, there shall be one tuition and fee schedule for courses offered through the Center.
6. Only those academic and continuing education programs approved pursuant to the Center's Organizational Structure shall be offered by the individual universities in the Tri-Cities area, unless such programs are specifically approved through the Center to be offered independent of the Center's integrated programs.

C. Organizational Structure

1. The presidents of the University of Washington, Washington State University, Central Washington University and Eastern Washington University delegate broad authority to the Administrative Board to develop policy, to determine the administrative structure of the

University Center, to organize and appoint such advisory committees or councils as required to help define the role and mission of the Center, and to establish procedures for carrying out the programs (including continuing education), operating the facilities, and maintaining fiscal responsibility and accountability.

a. Administrative Board

The chief academic officers of the four participating universities and one member of the Citizens Advisory Council shall serve as the policy-making administrative body for the Tri-Cities University Center. The president of Columbia Basin Community College, or the academic officer, and a staff member of the Richland operations office of the U.S. Department of Energy shall serve as ex-officio members without vote. The chairpersonship of the Board shall rotate among the four universities.

b. Academic Council

Each of the presidents shall appoint two institutional members to serve on the Academic Council. A representative of the Columbia Basin Community College, a representative from Oregon State University and a member of the Citizens Advisory Council shall also serve on the Academic Council. During the

1985-86 period, the Dean/Resident Director shall serve as chairperson of the Academic Council. In subsequent years the Chair shall rotate among the representatives of the four universities.

c. Citizens Advisory Council

A Citizens Advisory Council shall be appointed by the Administrative Board to provide advice on the operation of the Center.

Under delegated authority from the respective Boards of Regents and Trustees, this Agreement is entered into by the Presidents of the four participating institutions.

\_\_\_\_\_  
William P. Gerberding, President  
University of Washington

\_\_\_\_\_  
Date

\_\_\_\_\_  
Samuel H. Smith, President  
Washington State University

\_\_\_\_\_  
Date

\_\_\_\_\_  
Donald Garrity, President  
Central Washington University

\_\_\_\_\_  
Date


\_\_\_\_\_  
H. George Frederickson, President  
Eastern Washington University

\_\_\_\_\_  
Date

# EWU

## Memorandum

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: November 19, 1985

Subject: Engineering Consultant Selection--Fire Suppression Systems

It is recommended that the Board of Trustees award an engineering consulting contract to the firm of Thomas J. Gerard for the project entitled Fire Suppression Systems. Detail on the project and background information regarding the evaluation results are included on the attached project summary sheet.

RAH:m

Attachment

# ARCHITECTURAL/ENGINEERING SELECTION

PROJECT: Fire Suppression Systems

PROJECT NO. FP-85-04

DESCRIPTION: This project will ultimately provide fire suppression systems in existing campus facilities for the purpose of significantly reducing building damage and possible injury in the event of fire(s). The funds allocated for the current 1985-87 biennium are planning monies only. Funds will be requested in subsequent bienniums for actual implementation of the systems.

FUNDING: Funding is to be appropriated from the State Higher Education Construction Budget.

ESTIMATED BASIC SERVICES FEE: \$35,000

## EVALUATION COMMITTEE MEMBERS:


Richard Clark, Committee Chairman, EWU Architectural & Engineering Services  
 Steve Bloom, EWU Architectural & Engineering Services  
 Jim Lott, EWU Physical Plant  
 Craig Benner, EWU Fire Marshall

FIRMS EVALUATED FOR FINAL SELECTION	Committee Ranking	MWBE PARTICIPATION		Total Staff	MINORITY EMPLOYMENT			
		MBE %	WBE %		Total Minority	Percent Minority	Total Women	Percent Women
Thomas J. Gerard	1	0	0	31	3	9.6	6	19.3
Toribara - PDG (Joint Venture)	2	20.0	0	10	1	10.0	4	40.0
Riley Engineering	3	10.1	6	25	1	4.0	5	20.0

# EWU

## Memorandum

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: November 19, 1985

Subject: Engineering Consultant Selection--Electrical System Renewal

It is recommended that the Board of Trustees award an Engineering Consulting contract to the firm of Bovay Engineers for the project entitled Electrical System Renewal. Detail on the project and background information regarding the evaluation results are included on the attached project summary sheet.

RAH:m

Attachment

# ARCHITECTURAL/ENGINEERING SELECTION

PROJECT: Electrical System Renewal

PROJECT NO. FP-85-01

DESCRIPTION: This project provides for the replacement of the 40 year old 4160 volt portion of the existing electrical distribution system with a higher capacity 13,000 volt system. Included in this project is the replacement of hazardous PCB transformers throughout the electrical distribution system.

FUNDING: Funding is to be provided from the 1985-87 State Facilities Renewal Account.

ESTIMATED BASIC SERVICES FEE: \$96,000

## EVALUATION COMMITTEE MEMBERS:


Richard Clark, Committee Chairman, EWU Architectural & Engineering Services  
 Steve Bloom, EWU Architectural & Engineering Services  
 Bob Graham, EWU Facilities Planning  
 Jim Lott, EWU Physical Plant

FIRMS EVALUATED FOR FINAL SELECTION	Committee Ranking	MWBE PARTICIPATION		Total Staff	MINORITY EMPLOYMENT			
		MBE %	WBE %		Total Minority	Percent Minority	Total Women	Percent Women
Bovay Engineers	1	10.1	6	37	2	5.4	2	18.9
Doyle Engineering	2	11.0	6	9	0	0	2	22.0
CH2M Hill	3	25.0	10	6	1	16.6	1	16.6

# EWU

## Memorandum

To: H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: November 19, 1985

Subject: Architectural/Engineering Selection--Campus Asbestos Survey

It is recommended that the Board of Trustees award an architectural/engineering consulting contract to the firm of Dorothy L. Stansel for the project entitled Campus Asbestos Survey. Background information on the project and the results of the evaluation process are provided on the attached project summary sheet.

For the Board's information, I'm attaching to this agenda material a copy of a note from Don Manson, the University's Business Manager regarding completion of the asbestos survey in the Robert Reid Laboratory School. Obviously, work done under this project related directly to the building survey completed by the firm of Rundquist and Hard under a separate contract with the University. In addition to the general good news contained in Don's memo, the firm concluded its report summary by stating "In conclusion, this is a very clean building from an asbestos standpoint. Abatement of the boiler room friable asbestos problem will clean it up for a completely clean bill of health."

RAH:m

Attachment



# ARCHITECTURAL/ENGINEERING SELECTION

PROJECT: Campus Asbestos Survey

PROJECT NO. AE-85-08

DESCRIPTION: This project provides for the survey of all campus facilities to identify asbestos containing materials, and to establish criteria and/or procedures for abatement of same.

FUNDING: Funding is to be provided from the 1985-87 Minor Works Project Capital Account.

ESTIMATED CONSULTING FEE: \$35,000

## EVALUATION COMMITTEE MEMBERS:


Richard Clark, Committee Chairman, EWU Architectural & Engineering Services  
 Don Hogeboom, EWU Physical Plant  
 Paul Deutsch, EWU Environmental Safety & Health  
 Al Major, EWU Environmental Safety & Health

FIRMS EVALUATED FOR FINAL SELECTION	Committee Ranking	MWBE PARTICIPATION		Total Staff	MINORITY EMPLOYMENT			
		MBE %	WBE %		Total Minority	Percent Minority	Total Women	Percent Women
Dorothy L. Stansel	1	12.0	88.0	5	2	40.0	4	80.0
CENTRAC Assoc	2	75 to 80	6 to 10	89	10	11.2	16	17.9
Primlani Enterprises	3	50.0	0	6	4	66.7	4	66.7
Owens - Corning	4	25.0	10.0	122	31	25.4	7	5.7

# EWU

## Memorandum

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: November 19, 1985

Subject: Public Works Contract Award--PUB/Tawanka Transformer Replacement

It is recommended that the Board of Trustees award a public works contract to the firm of Aztec Electric, Inc. in the amount of \$64,900 for the project entitled PUB & Tawanka Transformer Replacement.

The base bid is considerably under the project estimate, and the low bidder has a record which reflects relatively active minority employment as changes occur in the company's total staffing picture. The firm also has good MWBE participation rate.

RAH:m

Attachment

PUBLIC WORKS CONTRACT AWARD

PROJECT: PUB & Tawanka Transformers Replacement

PROJECT NO.: FP-84-19

DESCRIPTION: The contract for this project will provide for replacement of the PCB transformers previously located in the electrical rooms of the PUB and Tawanka.

PROJECT FUNDING: This project will be funded from the Minor Capital Improvements Account.

DESIGN: Bovay Engineers Inc., Spokane

BID TABULATIONS

Bidder	Base Bid Amount	As Reported		As Corrected		Total Staff	Minority Staff	Percent Minority	Women Staff	Percent Women
		%MBE	%WBE	%MBE	%WBE					
Aztec Electric, Inc.	64,900.00	10.0	6.0	5.0	11.0	77	1	1.3	1	1.3
Rod's Electric, Inc.	75,490.00	13.0	9.0	11.2	11.2	54	7	12.9	4	7.4
A/E Estimate	93,394.00									

MWBE percentages corrected per OMWBE guidelines.

## BIDDER'S YEARLY EMPLOYMENT REPORT

FIRM AZTECH ELECTRIC, INC.DATE SUBMITTED 11-14-85SIGNATURE OF REPORTING OFFICIAL 

Andrew R. Dahlman

TITLE President

REPORT OF PRIOR 12 MONTHS PERIOD		TOTAL WORKERS (Includes minority workers)		MINORITY WORKERS REPORT				
MONTH	YEAR	MEN	WOMEN	BLACK AMERI.	ASIAN AMERI.	AMERI. IND.	SPAN. AMERI.	OTHER
October	1984	209	2		2		1	
November	1984	101	1		1			
December	1984	69	1					
January	1985	56	2		1			
February	1985	46	1		1			
March	1985	63	1		1	1		
April	1985	65	1			1		
May	1985	65	1			1		
June	1985	66	1	1				
July	1985	79	1	1			1	
August	1985	87	1	1			1	
September	1985	76	1	1				
Current Month-Year								

INSTRUCTIONS: A Bidder's Yearly Employment Report shall be submitted with the Contractor's bid. The reporting period shall include twelve consecutive months ending with the current month. The report shall include each individual who was on the Contractor's payroll during the month.

MWBE CERTIFICATION

(Refer to Article 25, Subsection F, Supplementary General Conditions)

BIDDER : AZTECH ELECTRIC, INC.

PROJECT NO.: FP-84-19 PROJECT : PUB & Tawanka Transformer Replacement.

\*\*\*\*\* CONTRACTOR'S CERTIFICATE \*\*\*\*\*

I hereby certify that Minority and Women's Business Enterprises listed herein are currently certified by the Office of Minority and Women's Business Enterprises, 221 Fifth Avenue West, Olympia, Washington 98504, (206-753-9693), and shall be utilized in the performance of the work in the amounts shown.

SIGNATURE :   
TITLE : Andrew R. Dahlman  
President

\*\*\*\*\* ACHIEVEMENT SUMMARY \*\*\*\*\*

	Bid Form Amount	Minority Amount	Minority Percent	Women's Amount	Women's Percent
Basic Bid	\$64,900.00	\$6,500.00	10%	\$3,900.00	6%

\*\*\*\*\* MWBE FIRMS \*\*\*\*\*


Firm	M or W	Address	\$ Amount of Contract
Emerald City Supply	M	7207 Evergreen Way	\$6,500.00
		Everett, Wa. 98203	
Allied Mechanical Services	W	W. 3324 Riverview	\$3,900.00
		Spokane, Wa. 99204	

(Attach Additional Sheets if Necessary)

# EWU

## Memorandum

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: November 19, 1985

Subject: Acceptance of Public Works Contracts Over \$17,500

It is recommended that the Board of Trustees accept the following Public Works Contracts at the December 2, 1985 Board meeting. Work on all three contracts has been completed, and acceptance by the Board of Trustees will provide authorization for the administration to close the contracts and make final payment to the firms involved.

1. Contract FP-84-06 G, Dressler Hall Window Replacement.
2. Contract FP-84-03 R, Reroofing of Campus Buildings.
3. Contract AE-85-07 G, Campus Asbestos Abatement, Phase I

Background material on all three projects is attached.

RAH:m

Attachments

November, 1985

Architectural & Engineering Services  
Rozell Plant  
Eastern Washington University

ACCEPTANCE OF PUBLIC WORKS CONTRACT OVER \$17,500

PROJECT: Dressler Hall - Window Replacement

CONTRACT NO.: FP-84-06 G

DESCRIPTION: The contract for this project provided for the replacement of the windows in the student rooms, Director's apartment and smoke tower.

CONSULTANT: Architectural & Engineering Service, EWU

CONTRACTOR: R. Redding Construction Company, Incorporated  
Spokane, Washington

CONTRACT HISTORY:	Contract Award	February 28, 1985
	Notice to Proceed	April 24, 1985
	Construction Completed	September 20, 1985

CONTRACT AMOUNT:	Contract Award	\$ 125,800.00
	Change Order No. 1	<u>2,533.34</u>
	Final Contract Amount	\$ 128,333.34

November, 1985

Architectural & Engineering Service  
Rozell Plant  
Eastern Washington University

ACCEPTANCE OF PUBLIC WORKS CONTRACT OVER \$17,500

PROJECT: Reroofing - Campus Buildings

CONTRACT NO.: FP-84-03 R

DESCRIPTION: The contract for this project provided for the reroofing of Streeter Hall, Kingston Hall, Holter House and Higher Education Center, and the resurfacing of a roof deck at Tawanka Commons.

CONSULTANT: Architectural & Engineering Services, EWU

CONTRACTOR: Spokane Roofing Company, Incorporated  
Spokane, Washington

CONTRACT HISTORY: Contract Award August 2, 1984  
Notice to Proceed August 30, 1984  
Construction  
Substantially Complete October 18, 1985

CONTRACT AMOUNT:

Contract Award	\$ 215,595.00
Change Order No. 1 (deduct)	(4,708.66)
Change Order No. 2	658.85
Change Order No. 3	46.49
Change Order No. 4	25,012.13
Change Order No. 5	<u>18,070.00</u>
Final Contract Amount	\$ 254,673.81



November, 1985

Architectural & Engineering Services  
Rozell Plant  
Eastern Washington University

ACCEPTANCE OF PUBLIC WORKS CONTRACT OVER \$17,500

PROJECT: Campus - Asbestos Abatement, Phase I

CONTRACT: AE-85-07 G

DESCRIPTION: The contract for this project provided for spot asbestos abatement work in Louise Anderson Hall, Hargreaves Hall, Showalter Hall, Williamson Hall, Robert Reid Laboratory School, Cadet Hall and the Utility Tunnel.

CONSULTANT: Architectural & Engineering Services, EWU

CONTRACTOR: Central Painting, Incorporated  
Seattle, Washington

CONTRACT HISTORY:	Confirmation of Contract Award	10/24/85
	Notice to Proceed	11/4/85
	On-site Work Completed	11/13/85

CONTRACT AMOUNT:	Contract Award	\$19,560.00
	Contract Adjustments	<u>0.00</u>
	Final Contract Amount	\$19,560.00

EASTERN WASHINGTON UNIVERSITY

TO: Russ Hartman, Vice President, Business and Finance  
FROM: Don Manson Business Manager  
DATE: November 12, 1985

A copy of the Reid School asbestos survey report is attached.

EPA regulations require a survey, a documented report, and notification to school employees and the Parent Teacher Organization regarding survey results. The survey and report requirements have been met. The attached letter (draft for your approval) should meet the PTO requirement. The notification to school employees will be posted as required in the campus school administration office, the custodial office, and the faculty lounge area. Also, a formal notice of inspection and results will be provided to Jack Martin.

Asbestos was found in only one location, the boiler room, which was also the location cited by L&I. The abatement project in the boiler room has now been completed by Central Painting of Seattle as part of the emergency contract. All other samples taken (ten in all) were found to contain materials not considered to be dangerous (not asbestos).

In addition to the boiler room abatement, the survey recommends relocating the room's exhaust fan, which we will do. Also suggested was encapsulation of other areas of exposed pipe insulation for "peace of mind." As a less expensive alternative, we could paint "non-asbestos" on the pipe covering.


cc: H. George Frederickson, President  
Vice Presidents

BF:MANSON  
ASBESTOS

# EWU

## Memorandum

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: November 19, 1985

Subject: Architectural/Engineering Consultant Selection--Roof Replacement Project

It is recommended that the Board of Trustees award an architectural consulting contract to the firm of Northwest Architectural Company for the project entitled Roof Replacements. The attached project summary sheet gives background information on the work to be done, as well as providing evaluation information on the firms that were considered.

RAH:m

Attachment

# ARCHITECTURAL/ENGINEERING SELECTION

PROJECT: Roof Replacements

PROJECT NO. FP-85-02

DESCRIPTION: This project provides for the replacement of roofing systems on several campus facilities based on priority of need. Affected roofs are determined to require immediate attention due to deterioration and age. Work will also include the replacement of flashing and insulation of the affected buildings as needed.

FUNDING: Funding is to be appropriated from the State Higher Education Construction Budget.

ESTIMATED BASIC SERVICES FEE: \$25,000 based on 85-87 biennium appropriation.

## EVALUATION COMMITTEE MEMBERS:

Richard Clark, Committee Chairman, EWU Architectural & Engineering Services  
Dean Heinemann, EWU Architectural & Engineering Services  
Walt Zabel, EWU Architectural & Engineering Services  
Clarence Dixon, EWU Physical Plant

FIRMS EVALUATED FOR FINAL SELECTION	Committee Ranking	MWBE PARTICIPATION		Total Staff	MINORITY EMPLOYMENT			
		MBE %	WBE %		Total Minority	Percent Minority	Total Women	Percent Women
Northwest Arch. Co.	1	5 to 10	0	36	3	8.3	11	30.5
E. M. Hicks	2	0	0	1	0	0	0	0
Toribara - PDG (Joint Venture)	3	35.0	0	10	1	10	4	40.0

# EWU

## Memorandum

Attachment VII.A.7

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance *Russ*

Date: November 19, 1985

Subject: Engineering Consultant Selection--Water Storage and Distribution System

At the October 24, 1985 meeting, a recommendation was made regarding the award of the engineering contract for the Water Storage/Distribution System project. The firm of Century West Engineering, which was rated first by the Evaluation Team, portrayed an inadequate minority employment record, and we recommended that the Board award the contract to the second-ranked firm. The matter was deferred for action at the December 2 meeting after the presentation by Mr. Bill Wright, representing Century West Engineering.

Ken Dolan and I met with Mr. Wright subsequent to the October 24th meeting to review once again Eastern's position regarding affirmative action in dealing with contractors and vendors. On November 18, I received the attached letter from Mr. Wright outlining changes that have taken place in minority employment at Century West and showing current minority employment for the firm to be at six percent of the company's work force.

My perception of the instructions I have received from the Board of Trustees over the years has been that Eastern is to be a positive influence in the development of a strong commitment to affirmative action in the Spokane area, and particularly within those firms doing business with the University. Our success is indicated pretty clearly by the increasing numbers and percentages of minority employees that are working for the firms doing business with the University. It is not uncommon to find minority employment in the range from 15 to 25 percent these days, where 10 years ago it was often difficult to find any real evidence of minority employment at all.

Another real indicator of our success is the fact that there have been so few instances where we have had to deviate from "traditional" contracting and purchasing procedures in order to bring about this kind of improvement. One of the tools we have used in this respect has been remedial work with firms that indicate a strong commitment to affirmative action but which--for any combination of reasons--have been unsuccessful in actual recruitment and retention of minorities. A key has been the willingness of the firm involved to extend itself to recognize and appreciate the position of the University.

In the case of Century West Engineering, I feel that the actions taken since the October 24 Board of Trustees meeting as outlined on the

attached letter from Mr. Wright constitute a splendid example of the kind of commitment and energy that we have attempted to stimulate over the years. It is doubly remarkable that, in addition to providing evidence of commitment and energy, the firm took direct action to employ minority staff and to increase its company's minority employment from zero to six percent.

If I remember correctly, the Board did not table the administration's recommendation formally, but simply deferred action until the December second meeting--which makes it uncomplicated to present a new recommendation for the Board's consideration.

I recommend that the firm of Century West Engineering be awarded the engineering consulting contract for the Water Storage/Distribution System as outlined on the attached project summary sheet.

RAH:m

Attachment



RECEIVED

NOV 15 1985

BUSINESS & FINANCE

November 15, 1985

Mr. Russ Hartman  
Vice President for Business & Finance  
Eastern Washington University  
206 Showalter Hall  
Cheney, Washington 99004

Reference: Engineering Consultant Selection, Water Storage and  
Distribution System

Dear Mr. Hartman:

We appreciate this opportunity to report the progress Century West has made in our minority hiring record.

Your consultant selection process has focused our attention on recruiting minority employees (as we discussed in our letter of October 18, 1985) and in documenting those minorities that we currently employ in our firm.

First, I would like to correct our past record. We have had an Hispanic American working in our Portland, Oregon office since last summer; however, he was erroneously omitted from our submittal form. In addition, we employ an African in our Bend, Oregon office; however, because he is not a U.S. citizen, he was not counted as a minority.

Secondly, our current minority employee recruiting is becoming successful. We have recruited and hired two minority female employees since the last Board meeting. One (a drafter) we had been attempting to hire since last August. As of November 12, 1985, the Spokane office statistics are as follows:

Men:	24
Women:	9 (27%)
Total:	33
Total Minorities:	2 (6%)

We hope the above information assures you (and the Board) of our past non-discriminating practices and the sincerity of our current efforts to improve our minority employment. We also appreciate you mentioning our excellent record in hiring women at the last Board meeting. This record, which is significantly higher than the second place firm's, again demonstrates our good faith.

Mr. Russ Hartman  
November 15, 1985  
Page 2

We would appreciate it if you would forward this correspondence to the Board to assist their decisionmaking on December 2. Because Century West was judged the most qualified firm by a significant margin over the second firm (this margin being greater than that separating second from third), and since we have clarified and greatly improved our minority hiring record, we hope that the Board can unhesitatingly recommend award of the Water Storage and Distribution project to Century West Engineering Corporation.

Very truly yours,

CENTURY WEST ENGINEERING CORPORATION



William C. Wright, P.E.  
Vice President

slw

cc: J. Ned Dempsey, President



# ARCHITECTURAL/ENGINEERING SELECTION

PROJECT: Water Storage/Distribution System

PROJECT NO. FP-85-03

DESCRIPTION: This project will provide a 1.03 million gallon reservoir and related distribution piping throughout the campus for the purpose of upgrading the existing water system.

FUNDING: Funding is provided from the 1985-87 Capital Projects account.

## EVALUATION COMMITTEE MEMBERS:

Richard Clark, Committee Chairman, EWU Architectural & Engineering Services  
 Steve Bloom, EWU Architectural & Engineering Services  
 Bob Graham, EWU Facilities Planning  
 Don Rettig, EWU Physical Plant

FIRMS EVALUATED FOR FINAL SELECTION	Committee Ranking	MWBE PARTICIPATION		Total Staff	MINORITY EMPLOYMENT			
		MBE %	WBE %		Total Minority	Percent Minority	Total Women	Percent Women
Century West	1	10.1	6	116	0	0	30	25.8
Michael Kennedy Engr.	2	10.1	8	8	1	12.5	1	12.5
Bovay Engineers	3	10.6	6	37	2	5.4	2	18.9
CH2M Hill	4	15.0	6	6	1	16.6	1	16.6
R.W. Engineering	5	0	0	19	1	5.2	6	31.5

# ARCHITECTURAL/ENGINEERING SELECTION

PROJECT: Water Storage/Distribution System

PROJECT NO. FP-85-03

DESCRIPTION: This project will provide a 1.03 million gallon reservoir and related distribution piping throughout the campus for the purpose of upgrading the existing water system.

FUNDING: Funding is provided from the 1985-87 Capital Projects account.

## EVALUATION COMMITTEE MEMBERS:


Richard Clark, Committee Chairman, EWU Architectural & Engineering Services  
 Steve Bloom, EWU Architectural & Engineering Services  
 Bob Graham, EWU Facilities Planning  
 Don Rettig, EWU Physical Plant

FIRMS EVALUATED FOR FINAL SELECTION	Committee Ranking	MWBE PARTICIPATION		Total Staff	MINORITY EMPLOYMENT			
		MBE %	WBE %		Total Minority	Percent Minority	Total Women	Percent Women
Century West	1	10.1	6	116	0	0	30	25.8
Michael Kennedy Engr.	2	10.1	8	8	1	12.5	1	12.5
Bovay Engineers	3	10.6	6	37	2	5.4	2	18.9
CH2M Hill	4	15.0	6	6	1	16.6	1	16.6
R.W. Engineering	5	0	0	19	1	5.2	6	31.5

# EWU

## Memorandum

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: November 19, 1985

Subject: Paulsen Building Lease/Physical Therapy Program

The attached materials relate to the proposed lease of space in the Paulsen Building to house the Physical Therapy Program. A copy of these materials was sent to Board members of the Spokane Joint Center for Higher Education this week. At the December second Board meeting, I hope to be able to report on the reaction of the Joint Center to our proposal.

Assuming that all necessary authorizations have been obtained, I will recommend that the Board of Trustees authorize the administration to work through the State Department of General Administration and to execute an appropriate lease agreement.

RAH:m

Attachments

STATE OF WASHINGTON  
COUNCIL FOR POSTSECONDARY EDUCATION

Committee on Academic Affairs

June 13, 1983

Program Review:  
Bachelor of Science in Physical Therapy  
Eastern Washington University

Action Item

Prepared by:

Eleanore Kenny

## Program Review

### Bachelor of Science in Physical Therapy Eastern Washington University

#### I. Introduction

Eastern Washington University's proposal to offer a program leading to the Bachelor of Science in Physical Therapy was introduced to the Council at its March, 1983 meeting.

This report represents the staff analysis of the proposed program. It includes a description of the program, current data concerning the resources required for its initiation and operation, and information about program need. The issue of the financial difficulties facing the University of Washington Department of Rehabilitation Medicine, the result of recently lost federal support, and their efforts to secure state support for their programs also is discussed. The conclusions reached by the staff after a careful analysis of PT supply/demand trends is that one program cannot adequately serve the needs of Eastern and Western Washington. Current population and professional practice trends indicate that two programs, one at the University of Washington and one at Eastern Washington University, are necessary to meet the state's needs for physical therapists. The staff concludes and proposes to the Council that the program should be recommended.

#### II. Need for a Bachelor of Science in Physical Therapy at Eastern Washington University

The function of physical therapy is to test and measure neuromuscular function and to provide, upon referral by a physician,

preventive and rehabilitative services aimed at the restoration of function and the prevention of physical disability. The primary objective of the proposed program is to prepare registered physical therapists to work in the Inland Empire in a variety of settings (hospitals, schools, clinics, nursing homes, and home health care agencies). A secondary objective is to develop and offer continuing education courses to the area's practicing professionals.

A few health care planning terms must be defined before the issues involved in estimating the current and future need/demand/supply relationship for physical therapists (PT's) are described. "Need" represents the services that health care professionals believe are necessary to promote the health of a population. Various formulas are used to estimate need. Most involve the size of the population within an identified geographical region and its changing characteristics. "Demand" represents the health care services that a given population is willing and able to purchase. Demand-based estimates are derived from specific assumptions about market conditions and manpower productivity. "Supply" estimates take into account elements such as number of program graduates, in-migration, out-migration, and PT professional activity.

The American Physical Therapy Association typically speaks of the need for PT services--the potential market. The Bureau of Labor Statistics (BLS) and the Washington Employment Security Department (WESD) speak in terms of demand--the market. The BLS and WESD projections for the future demand for a profession or an industry are

based on evidence of current employer demand, established by surveys, coupled with economic forecast data.

Several conditions, in the view of health care forecasters, will effectively increase the demand for PT's. First, consumers are no longer apathetic. They have become accustomed to receiving health services through subsidized or partially subsidized programs. Second, people are living longer and the population as a whole is growing older. (The median age of Washington's population is projected to increase by an average of four months a year through the year 2000.) Older people are more susceptible to conditions requiring PT services and are more likely to require prolonged care for these conditions. Third, the need for health care cost containment will demand greater emphasis on out-patient, rapid rehabilitation services. The net result, according to BLS projections, is that the demand for physical therapists will exceed the supply throughout the 1980's.<sup>1</sup>

Unlike the BLS, the Washington Employment Security Department does not project the supply/demand condition for any profession or industry. WESD projects only occupational demand for wage and salary positions covered by unemployment insurance laws. WESD projections exclude individuals who choose to be self-employed. The issue of supply and how it relates to demand is not addressed at all.

Data from two studies, the Department of Social and Health Services' "Report: Physical Therapists in Washington State, 1978,"

---

<sup>1</sup>Occupational Outlook Handbook, 1982-83.

and the "University of Washington Physical Therapy Manpower Survey," 1980, indicate that it is reasonable to assume that 25 percent of all PT's active in Eastern Washington and 19 percent of all PT's active in the rest of the state are self-employed.<sup>2</sup> By using WESD data as a base and adding to it an estimate of PT's who are self-employed, one can arrive at a projection of total PT demand. (WESD projections of employer demand for PT's have been revised consistently upward and, therefore, are considered conservative.) Total demand for physical therapists is estimated to be about 76 per year for the next five years--40 "new" PT's and 36 "replacement" PT's (see Table I).

TABLE I

	WESD Estimate of PT Demand: Wage and Salary Positions Covered by Unemployment Insurance Laws		WESD Estimate of PT Demand Plus Estimate of Demand for Self- Employed PT's	
	<u>1983</u>	<u>1988</u>	<u>1983</u>	<u>1988</u>
Washington	960	1120	1203	1404
E. Washington <sup>3</sup>	180	220	240	293
W. Washington	780	900	963	1111

<sup>2</sup> RCW 18.74, Laws of 1983 provide that physical therapists may perform tests and measurements of neuromuscular function prior to consultation with a physician. It is not possible to project the degree to which this extension of responsibilities will increase the demand for PT services. It is safe to assume, however, that it will enhance the position of PT's as health care providers and further encourage independent practice.

<sup>3</sup> Eastern Washington counties: Adams; Asotin; Benton; Columbia; Douglas; Ferry; Franklin; Garfield; Grant; Lincoln; Okanogan; Pend Orielle; Spokane; Stevens; Walla Walla; Whitman.



Eastern Washington University's analysis of the demand for physical therapists is based on a formula which provides for one PT per three to four "rehabilitation beds" and assumes that 9 percent of all active PT's are assigned rehabilitation bed responsibilities. Assuming one PT per three rehabilitation beds--about 70 rehabilitation beds are currently available in Eastern Washington hospitals--the formula indicates a current demand for 259 PT's in Eastern Washington, not substantially different from the WESD/CPE estimate of current demand for 240 PT's.

Substantial growth in PT demand in Eastern Washington by 1988 is reflected in the following summary of rehabilitation-related activities in major Spokane and Walla Walla hospitals.

- Deaconess,      -- Recently Health Service Area-designated as a  
Spokane           pediatric rehabilitation center. In addition, a  
                     new independent living center is under  
                     construction to house and instruct family  
                     members and others who provide care and support  
                     to rehabilitation patients. No projection has  
                     been made for new bed needs.
- Sacred Heart, -- A new independent living center is under  
Spokane           construction to house and instruct family  
                     members and others who provide care and support  
                     to rehabilitation patients.
- St. Luke's,     -- A new physiatrist will be hired in June, 1983.  
Spokane           New rehabilitation programs will be established  
                     to treat amputees and multiple sclerosis  
                     victims. Rehabilitation bed requirements will  
                     increase from 14 to 20-25.
- St. Mary's,     -- St. Mary's reduced formerly under-utilized  
Walla Walla       rehabilitation beds from 30 to 15 and now finds  
                     itself "severely under-bedded." The commitment  
                     to rehabilitation is strong. Beds will increase  
                     to 26 by 1988.

Using the rehabilitation bed formula described above and allowing

for an increase of 20 rehabilitation beds in Eastern Washington in the next five years, 333 PT's will be required to meet the market demand in 1988.

The demand for PT's in Eastern Washington has been estimated at 240-259 in 1983 and is projected to grow to 293-333 in 1988. How does this compare with the supply? In the past seven years (1976-1983), growth in the number of Washington-licensed PT's has been very unsteady, ranging from 19.9 percent in 1976-1977 to 3.8 percent in 1982-1983, the result, primarily, of fluctuations in economic conditions and in-migration.

TABLE II

<u>Physical Therapy Licenses (April 1)</u>		<u>Increases Over Previous Year</u>		<u>UW/UPS Bachelor of Science Physical Therapy Graduates</u>
1976	767	- *	-	32
1977	920	153	19.9%	31
1978	1003	83	9.8%	31
1979	1053	50	5.0%	62
1980	1193	140	13.3%	69
1981	1367	174	14.6%	62
1982	1428	61	4.5%	58
1983	1482	54	3.8%	-

\*Department records date back only to 1976.

Two Washington institutions offer baccalaureate-level PT programs as well as other rehabilitation medicine programs: the University of Washington and the University of Puget Sound. Those two institutions, it is assumed, contribute a substantial portion of all Washington-licensed PT's to the work force. Because of recent loss of federal support to health sciences education and research at the

University of Washington, however, its physical therapy program is in financial jeopardy. If the University is unable to secure "solid financial support" for physical and occupational therapy in the coming year, it will be forced to cut its PT/OT programs. Although the University of Washington's physical therapy class size can be projected with certainty only through 1985, the following analysis of PT supply assumes at UW enrollments are cut in half to 18 a year and that, with few exceptions, students will be Washington residents.

Through 1988, the the UW and the University of Puget Sound will graduate about 18 and 30 PT's a year, respectively. Fifteen from each UW and UPS class will locate in Washington and practice professionally. (Half of the UPS class come from out of state.) In addition, the University of Montana will graduate its third class of 16 PT's this year. A total of five PT's from the 1981 and 1982 classes have located in Washington. It is assumed that five from each future class will locate in Washington. Pacific University in Oregon could add to Washington's PT supply, but few, if any, Pacific University graduates locate in Washington. It is estimated, therefore, that 35 PT graduates from Washington and Montana will locate in Washington each year through 1988. Since PT demand is conservatively estimated at 76 a year, the rest must come from other states. The question is, will they?

The following analysis of PT supply depends heavily on OFM population forecasts and existing population and PT distribution trends. The assumptions:

- The supply of PT's will increase at the same rate as the general population, products of natural increases and immigration;
- Seventy-five percent of all Washington-licensed PT's are active in Washington;<sup>4</sup>
- The geographical distribution of the population will remain the same in 1988, 18 percent in Eastern Washington, 82 percent in Western Washington;
- The geographical distribution of PT's will remain the same in 1988, 16 percent in Eastern Washington, 84 percent in Western Washington.

If the supply of PT's increases at 4.0 percent in the next five years, at the same rate as the general population, and if 75 percent of all Washington-licensed PT's are active, the supply of PT's in Washington, like the supply of PT's in the nation overall, will fall short of demand. Within Washington, if the geographical distribution of PT's and population remains the same, the PT supply/demand situation will balance in Western Washington, but the supply/demand situation in Eastern Washington will steadily worsen.

TABLE III

	Supply of PT's Based On 4.0% Growth Rate Of Licensed PT's With 75% Active		Demand			
			<u>WESD/CPE</u>		<u>Rehabilitation Bed Formula</u>	
	<u>1983</u>	<u>1988</u>	<u>1983</u>	<u>1988</u>	<u>1983</u>	<u>1988</u>
Washington	1111	1355	1203	1404	-	-
E. Washington	178	217	240	293	259	333
W. Washington	933	1138	963	1111	-	-

<sup>4</sup>This percentage, based on existing conditions, assumes that 10 percent are inactive and not seeking work, and that 15 percent hold Washington licenses but live out of state beyond the commuting range.

It should be noted that virtually all of the 4.0 percent is projected to be the result of a "natural" increase in population.\* If that projection is accurate--Office of Financial Management staff say that current data do not support more optimistic projections--then all of Washington's PT supply must be projected to be the result of a "natural" increase, too. In that event, the following projections, based on 35 UW, UPS, and University of Montana PT graduates locating in Washington each year indicate that the entire state will experience a PT shortage in the next five years.

---

<u>Supply of Active PT's</u>	<u>1983</u>	<u>1988</u>
Washington	1111	1201
E. Washington	178	192
W. Washington	933	1009

---

Because of the loss of some federal support for the UW rehabilitation programs, the PT program issue has become very sensitive. Although it is clear that PT's will be in short supply overall, University of Washington personnel argue that, rather than establish a new PT program at Eastern Washington University, the state should support the UW program. The UW, they contend, could educate and train PT's for Eastern Washington if the state would provide the resources.

This proposal, which has not been presented to the Council staff in writing, appears to turn EWU's physical therapy proposal into an "either/or" situation. This not the case. Current population and PT

---

\*1983-88 natural increase, 189,583; net migration, 5000.

supply/demand data support the need for EWU's proposal, even if the University of Washington programs were to continue to operate as they do now.

Data available to the CPE staff indicate that the instructional costs per student would be lower at the UW.\* It must be assumed, however, that the social, economic, cultural, and geographic forces that have shaped the current PT distribution pattern will continue to influence distribution. For example:

1. One program, located in Seattle, would continue to present major financial and geographical barriers to students in Eastern Washington.
2. There can be no guarantee that PT students, once established in Western Washington, would choose to return to Eastern Washington. UW students typically do not affiliate in Spokane, partly because the on-campus demands of the UW faculty are so heavy. Travel to visit off-campus affiliates is both time-consuming and expensive. A few UPS students routinely affiliate in Spokane and some have chosen to

---

\*The University of Washington currently provides instruction for students of rehabilitation medicine leading to baccalaureate and Masters degrees in Physical Therapy and Occupational Therapy, the B.S. in Prosthetics and Orthotics, and Masters degrees in Rehabilitation Medicine. Seven of the 23 rehabilitation medicine courses required for the B.S. in Physical Therapy are required for the B.S. in Occupational Therapy, the B.S. in Prosthetics and Orthotics, or both. In effect, the instructional costs for specialized faculty can be spread over a larger student body, minimizing the cost per student. If the UW Rehabilitation Medicine programs continue to operate at current levels, the estimated instructional cost per 1982-83 PT student is \$4225. Instructional costs per student per year at EWU are estimated at \$6149.

practice there. But as the PT supply/demand situation worsens, competition between Eastern and Western Washington will increase. It is already, in the words of the manager of rehabilitation services in one Spokane hospital, "tough to attract PT's from Western Washington," despite the fact that salaries in Spokane hospitals are comparable to, if not slightly higher than, those in Seattle.\*

3. In order for the UW to train an adequate supply of PT's for Eastern Washington, it would need to increase its class size and/or admit a disproportionate number of Eastern Washington students to each class. First, in order to increase class size, the existing PT/OT program would have to be financially secure. It is unofficially estimated that in order for the UW to maintain its basic rehabilitation medicine curriculum and current enrollments, \$266,000 a year will be needed to replace the loss of federal dollars. What portion of this sum relates to PT/OT is unknown. The other alternative, geographically disproportionate admissions favoring Eastern Washington, probably could not be justified. As it stands, UW personnel have suggested only that they "would be willing to consider a quota which is based on the population distribution between Western and Eastern Washington."
4. A program in physical therapy relates directly to the role and mission of Eastern Washington University. The basic mission of the University of Washington School of Medicine is its

---

\*Seattle Area Hospital Council

medical school. Programs such as physical therapy, occupational therapy, and kinesiology are desirable, but not essential to that mission.

In summary, the supply of physical therapists in Eastern Washington falls short of demand in 1983 and existing evidence indicates that this condition will not improve by 1988. Although University of Washington personnel have informally volunteered to increase UW enrollments to accommodate the need for PT's in Eastern Washington (as a substitute for a program at EWU), current population and professional practice trends indicate that two PT programs--one at Eastern Washington University and one at the University of Washington--are necessary in order to meet the state's needs for physical therapists.

### III. Program Costs

Physical therapy is a non-formula health science program, i.e., if the program were implemented, funding for instruction would be over and above formula. Except for 1983-84, the year of the search for the program director, EWU's program will be entirely state funded. EWU will reallocate search funds from its existing Health Sciences budget.

Accreditation standards require that the program director must be provided one full year to develop the program prior to its implementation. During that same year, 1984-85, EWU will present its first request for program funding to the legislature (projected at \$91,752). If the funds are forthcoming, program development will proceed on schedule. If not, program development will be deferred until funding is provided.



Program implementation will require that a new physical therapy department be established, as well as 18 new courses. The first class of 20 junior-year students will be admitted in 1985-86. The program will operate at full strength in 1986-87, the year the first PT class from Eastern Washington University will graduate.

A summary of direct program costs for instruction appears on Table IV. Student services costs will be the same as that provided by the formula. The equivalent of 126 units of library resources will need to be acquired for the first two years of program operation, at an estimated cost of \$3541. Classrooms, laboratories, and offices are currently available. No new facilities or major renovations are required. All remaining training will take place in area hospitals.

TABLE IV

Direct Program Costs,  
Instruction

Instructional Costs	Year 1		Year 2		Year 3		Year 4 (n)	
	1983-84		1984-85		1985-86		1986-87	
	FTE Personnel	Cost	FTE Personnel	Cost	FTE Personnel	Cost	FTE Personnel	Cost
Administrative and Faculty Salaries		\$1,000	2	\$58,110	3.78	\$100,343	5.78	\$150,349
Teaching Assistant Salaries					1	8,200	1	8,600
Clerical Services	.5	5,622	1	11,820	1	12,408	1	13,020
Contract Services				1,000		24,000		24,000
Goods and Services		570		1,140		15,048		8,607
Travel		-		2,280		3,420		7,980
Equipment		-		3,654		61,943		1,835
Fringe Benefits		1,293		13,748		21,916		31,560
Renovation of Science Laboratory		-		-		12,656		-
Total Per Year		<u>\$8,485</u>		<u>\$91,752</u>		<u>\$259,934</u>		<u>\$245,951</u>

#### IV. Summary and Conclusions

Eastern Washington University's proposal to establish a program leading to a B.S. in Physical Therapy was first presented to the staff in October, 1981. The program review and analysis was deferred when a moratorium was placed on the review of programs which were not vital to the state's economy or which could not be established without the reallocation of institutional funds.

During the past year and a half, physical therapy has grown from a moderate shortage occupation to one for which a shortage is projected throughout the 1980's. The two PT programs that currently operate in the state are located in Western Washington, thus creating a maldistribution of practitioners.

The PT supply/demand issue is complicated by the fact that the University of Washington is seeking to replace recently lost federal dollars in order to maintain its program. If the University's PT program were eliminated, Western Washington also might be facing a shortage situation. University of Washington personnel, in an effort to ensure that the UW program will continue to operate, have suggested that the University could educate and train PT's for Eastern Washington. The advantage would be a lower cost per student. The disadvantages are the financial and geographical barriers presented to Eastern Washington students with the establishment of such an arrangement, and current evidence that students who train in Seattle usually do not affiliate or practice professionally in Eastern Washington. Even if the UW were to agree to admit to each PT class an

appropriate proportion of students from Eastern Washington (based on population distribution), current supply/demand conditions would not be substantially improved. Current population and PT supply/demand data support the need for both the Eastern Washington University and the University of Washington programs. The issue of need and funding for the two programs, therefore, must be addressed separately.

The following resolution is suggested for Council approval:

RESOLVED, That the Council for Postsecondary Education recommends to the Eastern Washington University Board of Trustees that the proposed Bachelor of Science in Physical Therapy program be established with the understanding that fifth-year program review will be undertaken and provided to the Council no later than June, 1988.

JOHN SPELLMAN  
Governor



RECEIVED  
JUN 23 1983  
ACADEMIC AFFAIRS

D.T.  
CARL A. TRENDLER  
Executive Coordinator

STATE OF WASHINGTON

COUNCIL FOR POSTSECONDARY EDUCATION

908 East Fifth Avenue, EW-11 • Olympia, Washington 98504 • (206) 753-2210 • (SCAN) 234-2210

June 17, 1983

RECEIVED  
JUN 20 1983  
PRESIDENT'S OFFICE

Dr. H. George Frederickson  
President  
Eastern Washington University  
Cheney, Washington 99004

Dear George,

At its June 14 meeting, the Council for Postsecondary Education approved a proposal to initiate the Bachelor of Science in Physical Therapy degree program at Eastern Washington University. In this regard, the following resolution was adopted:

"Resolved, That the Council for Postsecondary Education recommends to the Eastern Washington University Board of Trustees that the proposed Bachelor of Science in Physical Therapy program be established with the understanding that fifth-year program review will be undertaken and provided to the Council no later than June 1990."

On behalf of the Council, congratulations and best wishes for success in this endeavor.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carl".

Carl A. Trendler

BRIEFING NOTES  
Paulsen Building Lease  
Dental Hygiene/Physical Therapy Programs

**Current Status:** Since 1977, EWU has leased 6335 square feet of space in the Paulsen Building in Spokane to house the Dental Hygiene Program (laboratory, classrooms, and clinic). The current lease cost is \$56,700 per year (\$8.95 per square foot) and expires on March 31, 1986.

**Needs:**

- (1) Renew lease for existing space
- (2) Provide for addition of five chairs (teaching stations)
- (3) Provide for additional space for Physical Therapy Program

**Background Information:**

**Dental Hygiene:** This is a very successful program that is housed in Spokane and in Rowles Hall on the Cheney campus. The program originated in 1970, now serves 50-60 students, and has averaged 24 bachelor's degree graduates over the past five years. The program is anticipated to continue growing and a request for authorization of a master's degree is under consideration. To increase efficiency and effectiveness, the Rowles Hall part of the program will be moved to the Paulsen Building during winter quarter 1986. It is this move that drives the need to add five chairs to the Paulsen Building operation. To the extent that Rowles Hall is vacated, its most likely use will be to provide temporary quarters for the School of Mathematical Science and Technology, which is scheduled to occupy Sutton Hall when funding for its remodeling is achieved. The most likely long term use for Rowles Hall will be tied to plans for expansion of Student Union/Bookstore facilities.

**Physical Therapy:** This is a new baccalaureate program that has been through all of the necessary approval procedures. The program was initiated at the beginning of fall quarter 1985, and students are scheduled to begin laboratory/clinical experience during winter quarter 1986. The program requires approximately 5,000 square feet of specialized classroom/laboratory space. The program is estimated to serve 40 students by 1986, and should produce 20 bachelor's level graduates by June 1987.

**Details of Proposed Lease Arrangement:**

**Term:** January 1, 1986 through December 31, 1988 (three years with EWU option to terminate after two years).

Rate:

- (a) From January 1, 1986 through March 31, 1986:  
Continuation of current \$8.95/sq. ft. rate for 6,335 sq. ft. now housing Dental Hygiene program, and \$9.55/sq. ft. for 4,800 additional sq. ft. to house the Physical Therapy program.
- (b) For balance of lease term, \$9.55/sq. ft. for total space.
- (c) Note: Details and rates are still being negotiated as of 11/15/85.
- (d) It is anticipated that the lease rate will include installation of the five new chairs in Dental Hygiene and necessary remodeling to accommodate the Physical Therapy program.

Cost:

Current - \$56,700/year (Dental Hygiene)  
New \$60,500/year (Dental Hygiene)  
\$45,800/year (Physical Therapy)  
\$106,300/year (Total)

Source of Funds:

EWU Operating Budget, Facilities Rental Account under the Vice President for Business and Finance. New funds are produced by corresponding reductions in other Business and Finance areas for the 1985-87 biennium.

Long Term Plans:

EWU requested funding for a major facility lease/purchase to house all Health Science programs in Spokane in the 1985-87 Capital Budget request. The project was not funded. We will repeat the request in 1987-89, and will coordinate the EWU effort with the new "WSU Health Sciences Initiative" when the project is developed.

State Agencies  
Involved:

- (1) Department of General Administration: Mr. Burton Appelo of the Lease and Property Division has handled all negotiations for the University.
- (2) Office of Financial Management: Mr. Doug Vinzant has received written status reports as the project developed and has a copy of these notes.
- (3) Council for Postsecondary Education: Mr. Norm Fischer has received the same information as Mr. Vinzant.
- (4) Spokane Joint Center for Higher Education: Copies of these notes and a cover letter are being sent to all members.
- (5) These notes are available to provide project information to any interested parties.


Authority Required: Assuming that proper notification of Olympia agencies and the Spokane Joint Center for Higher Education has occurred, the lease will be executed if the arrangement is approved at the December 2, 1985 meeting of the EWU Board of Trustees.



# EWU

## Memorandum

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: August 12, 1985

Subject: Physical Therapy Program Space

Duane Thompson, Vince Stevens and I met today to discuss the need for space to house the Physical Therapy Program. Based on the general guidance provided by you in our discussion last week, the following conclusions were reached:

1. Vince Stevens will approach the Deaconess Hospital to see whether there is any possibility of our entering formal negotiations for space at the hospital to house the Physical Therapy Program for at least the next two years. Deaconess has expressed an eagerness for us to be there, and the idea of joint sharing of various facilities and equipment makes the arrangement a very good one from the University point of view. I explained to Vince that we only had \$20-\$30,000 per year to apply to this part of the project, and that Deaconess would have to be willing to open negotiations on that basis.
2. Mark Cassidy will work with Vince to see that the OFM guidelines for leasing of space and that all of the requirements of General Administration and the other various Olympia agencies are met in full and on time.
3. We will plan to renew the lease on the Paulsen Building space for the Dental Hygiene Program for approximately two years, with the understanding that the expiration of the Paulsen and the Deaconess lease (if it is consumated) will occur at approximately the same time in 1987.
4. The use of Rowles Hall on the campus will be unchanged during this interim period.
5. During the 1987 session of the legislature, and as a part of our budget presentation for the 1987-89 biennium, we will attempt to obtain sufficient additional funding to provide for the consolidation of Eastern's Spokane Health Sciences Programs in a single facility. We hope to have significant local support, and several of the space options that Vince has been working on over the past several months will still be available at that time.

The only other point of potential conflict lies in the fact that we need to open negotiations (and may indeed have to close on the lease) prior to the time that the new Spokane Joint Center will be fully operational. There is no reason to expect any real problems in this respect since

the program has been approved by the CPE and since its location in Spokane has been fundamental to the program consideration from the beginning. However, we can avoid misunderstandings if we let WSU and SCC know what we're doing and if we put the program as an information item on the agenda for the Joint Center as soon as it is established. Unless there is a significant programmatic problem not evident at this time, there is no reason to assume that the Joint Center would disagree with our approach.

RAH:ms

cc: Duane Thompson  
Gordon Martinen  
Vincent Stevens  
Mark Cassidy  
Bill Shaw

9-19: Jackie [unclear] CPE  
DOUG VINZANT STN



October 30, 1985

Mr. Doug Vinzant  
Budget Analyst  
Office of Financial Management  
300 Insurance Bldg., AQ-44  
Olympia, WA 98504

Dear Doug:

Subject: Physical Therapy/Dental Hygiene Program  
Space in Spokane

On or about August 12, 1985, I sent to the Office of Financial Management a copy of my memorandum to President Frederickson outlining our general plans for providing space for the Physical Therapy Program in Spokane. In the same letter, I mentioned the need to renew the Dental Hygiene space in the Paulsen Building, and referred to the probability of a longer-term capital plan that would consolidate Eastern's Health Sciences Program in a single facility in Spokane. I would anticipate that to be part of our 1987/1993 Capital Improvement Plan.

We had hoped to obtain space in the Deaconess Hospital, but this arrangement fell through early in the discussion process. We have had Mr. Burton Appelo from the Department of General Administration looking at alternate space for us, and he has come up with an excellent arrangement for additional space in the Paulsen Building which will allow us to consolidate some of the administrative and general functions of Physical Therapy with the existing Dental Hygiene Program. I have authorized Mr. Appelo to negotiate with the Paulsen Building agents for a renewal of the existing Dental Hygiene space and the addition of approximately 5,000 square feet to house the Physical Therapy Program. This space is virtually ready to move into, and we are pleased that we are able to meet our Winter Quarter 1986 startup date for the Physical Therapy Program.

I hope to take a recommendation on the lease to our Board of Trustees at the December 2, 1985 meeting. Of course, there are other approvals to obtain before the process can be finalized, and we will not sign a lease until we're sure that all necessary bases are touched.

Mr. Doug Vinzant  
October 30, 1985  
Page 2

This letter is intended to follow up on my earlier correspondence and to keep you advised on our progress in obtaining space to house the Physical Therapy Program. Please let me know if you are aware of any approval/review requirements other than OFM and CPE. Although the new Joint Center for Higher Education in Spokane is not formalized at this time, I will see that each of the appointees are notified of this lease arrangement. It's a pretty straightforward arrangement, but, needless to say, we're very anxious to see that everyone understands what we are doing.

Sincerely,



Russ Hartman  
Vice President

cc: Norm Fisher, CPE  
Burton Appelo, General Administration  
H. George Frederickson  
Vice Presidents  
Business & Finance Administration

# EWU

## Memorandum

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance *Russ*

Date: November 19, 1985

Subject:

As part of our routine overhaul of those sections of the Washington Administrative Code, we recommend modification of the following WAC sections:

- WAC 172-144-010 Special Charges--Financial Responsibility -  
PURPOSE (AMENDMENT)
  - 020 Authority of the University to Make Deductions (AMENDMENT)
  - 040 Periodic Deductions (AMENDMENT)
  - 050 Right to Appeal Assessed Financial Obligations (AMENDMENT)
- WAC 172-180-010 Introduction and Purpose (AMENDMENT)
  - 020 Delegation of Appointing Authority Power (AMENDMENT)
  - 040 Effective Date (AMENDMENT)

It is recommended that the Board of Trustees, at its December 2 meeting, adopt these modifications and authorize the administration to notify the proper State agencies.

RAH:m

Attachment

# FORM OF ORDER AND TRANSMITTAL BY INSTITUTION HAVING SINGLE HEAD

State of Washington

EASTERN WASHINGTON UNIVERSITY  
(name of institution)

Administrative Order No. 85-01

(1) I, Jean Beschel, Chair, Board of Trustees  
(position)

of the Eastern Washington University

(institution)

do promulgate and adopt at

(place)

the annexed rules relating to:

- WAC 172-144-010 Special Charges--Financial Responsibility - PURPOSE (AMENDMENT)
- 020 Authority of the University to Make Deductions (AMENDMENT)
- 040 Periodic Deductions (AMENDMENT)
- 050 Right to Appeal Assessed Financial Obligations (AMENDMENT)
- WAC 172-180-010 Introduction and Purpose (AMENDMENT)
- 020 Delegation of Appointing Authority Power (AMENDMENT)
- 040 Effective Date (AMENDMENT)

## (2) ALTERNATIVE A. Use only for Adoption of Permanent Rules.

This action is taken pursuant to Notice No. WSR 85-21-109  
filed with the code reviser on October 23, 1985. These rules shall take effect:  
☒ thirty days after they are filed with the code reviser pursuant to RCW 28B.19.050(2).  
☐ at a later date, such date being \_\_\_\_\_

## (2) ALTERNATIVE B. Use only for Adoption of Emergency Rules.

I, \_\_\_\_\_, find that  
an emergency exists and that this order is necessary for the preservation of the public health, safety, or general  
welfare and that observance of the requirements of notice and opportunity to present views on the proposed action  
would be contrary to public interest. A statement of the facts constituting the emergency is:

These rules are therefore adopted as emergency rules to take effect upon filing with the code reviser.

(3) Pursuant to the requirements of WAC 1-13-040<sup>1</sup> that each order shall set forth an appropriate statement  
of state statutory authority fill in statement (a), (b), or (c) as appropriate:

☐ (a) This rule is promulgated pursuant to RCW \_\_\_\_\_  
and is intended to administratively implement that statute.

☐ (b) This rule is promulgated pursuant to RCW \_\_\_\_\_  
which directs that the

(institution)

has authority to implement the provisions of

(name of act or RCW citation)

☒ (c) This rule is promulgated under the general rule-making authority of the

Eastern Washington University  
(institution)

as authorized in RCW 28B.35.120 and RCW 43.21C.120

(4) The undersigned hereby declares that the institution has complied with the provisions of the Open Public  
Meetings Act (chapter 42.30 RCW), the Higher Education Administrative Procedure Act (chapter 28B.19 RCW),  
and the State Register Act (chapter 34.08 RCW) in the adoption of these rules.

(5) This order after being first recorded in the order register of this institution, is herewith transmitted to the  
Code Reviser for filing pursuant to chapter 28B.19 RCW and chapter 1-13 WAC.

APPROVED AND ADOPTED December 2, 1985

By \_\_\_\_\_

CHAIR, EWU BOARD OF TRUSTEES  
Title

NOTE:

<sup>1</sup>Pursuant to WAC 1-13-040, each rule-making order adopted by an institution of higher education shall incorporate the most specific, but in no case omit all of the following language alternatives when adopting or amending rules:

(a) The most specific reference shall be to a section of law which the rule is implementing, and shall be quoted as follows: "This rule is promulgated pursuant to RCW \_\_\_\_\_ and is intended to administratively implement that statute."

(b) The next specific reference, and one which shall be used only if paragraph (a) of this subsection is not applicable, shall be to that portion of an act which directs an agency to adopt rules and regulations as necessary to implement the act, and shall be quoted as follows: "This rule is promulgated pursuant to RCW \_\_\_\_\_ which directs that the (agency) has authority to implement the provisions of (name of act or RCW citation)."

(c) The least specific reference, and one which shall be used only if paragraphs (a) and (b) of this subsection are not applicable, is one which indicates that the rule is promulgated under the agency's broad rule-making authority—either in the agency enabling legislation or chapter 34.04 RCW, and shall be quoted as follows: "This rule is promulgated under the general rule-making authority of the (agency) as authorized in RCW \_\_\_\_\_."

# EWU

## Memorandum

To: Office of the Code Reviser

From: Russ Hartman, Vice President for Business and Finance

Date: May 21, 1985

Subject: EWU Notice of Intent to Adopt, Amend, or Repeal WAC 172-144 (010,020,040,050) and WAC 172-180 (010, 020, 040)

### A. STATEMENT OF PURPOSE

1. Title: Amends Chapter 172-144-010, 020, 040, and 050 to provide for updating of name of University and to allow for notice under current change in payroll process. Amends Chapter 172-180-010, 020, 040 to provide for changes in titles at the University.
2. Description of Purpose: Housekeeping changes to update name change of university and changes in titles and payroll process.
3. Statutory Authority: RCW 28B.35-120, et seq.
4. Summary of Rule Changes: See information above.
5. Reasons Supporting Proposed Rule Changes: To ensure regulations conform with current practices.
6. Agency Personnel Responsible for Drafting, Implementation and Enforcement:  
  
Mr. Russ Hartman, Vice President for Business and Finance  
206 Showalter Hall, Eastern Washington University  
Cheney, WA 99004; phone: SCAN 353-2421 - OFF-SCAN (509) 359-2421
7. Comments: None.
8. Small Business Impact: None



AMENDATORY SECTION (Amending Order 73-12, filed 5/22/73)

WAC 172-144-010 PURPOSE. Commensurate with the privileges afforded individual students in the employ of Eastern Washington ((State-College)) University, an employee has a financial responsibility to the college for legitimate financial obligations owed to the ((college)) university.

((UNIVERSITY))

AMENDATORY SECTION (Amending Order 73-12, filed 5/22/73)

WAC 172-144-020 AUTHORITY OF THE ((COLLEGE)) UNIVERSITY TO MAKE DEDUCTIONS. (1) Except as provided in WAC 172-144-030, following ((thirty)) fifteen calendar days' notice to the employee, the ((college)) university may deduct from the net remuneration owed to the employee by the ((college)) university for that particular pay period, the amount of any or all fees, charges, debts, fines, or other financial obligations owed to the ((college)) university, which shall include but are not limited to the following:

- (a) Enrollment fees;
- (b) Housing charges; *(4 AND long-term))*
- (c) Short-term loan;
- (d) Personal telephone tolls charged to a ((college)) university number;
- (e) Bookstore debts;
- (f) Parking ~~fines~~; *((charges))*
- (g) Damages to college property.

(2) The ((thirty)) fifteen-day notice as provided for in WAC 172-144-020(1) shall contain a statement setting forth the manner in which the financial obligations were incurred by the employee and the amount assessed.

*((h)) Library fines.*

AMENDATORY SECTION (Amending Order 73-12, filed 5/22/73)

WAC 172-144-040 PERIODIC DEDUCTIONS. Should such deductions for any pay period produce a material and substantial hardship on the assessed employee, the ((college)) university may enter into an agreement with the employee for a method of periodic deductions from the employee's paycheck until such financial obligations owed to the ((college)) have been satisfied.

((UNIVERSITY))

AMENDATORY SECTION (Amending Order 73-12, filed 5/22/73)

WAC 172-144-050 RIGHT TO APPEAL ASSESSED FINANCIAL OBLIGATIONS. Every employee has the right to appeal a decision of any ((college)) university department or division to assess a fee, fine, charge, debt, or other financial obligation for a determination of the validity and legitimacy of that charge. The appeal must be in writing and directed to the division or department head assessing the financial obligation. Notice shall be given within ((ten)) five days after assessment of the charge. Following such notice, the employee shall be allowed an informal hearing with the head or appointed representative of the department or division assessing the obligation. ~~((The decision of such a hearing shall be final: PROVIDED, That in the event that such fee, charge, debt, fine, or other financial obligation shall exceed two~~

~~hundred dollars, the assessed employee may waive the appeal provision  
provided in this section and proceed under civil remedies.)~~

AMENDATORY SECTION (Amending Resolution 78-2, filed 5/5/78)

WAC 172-180-010 INTRODUCTION AND PURPOSE. In accordance with the requirements of WAC 251-12-010, through which the higher education personnel board of the state of Washington did authorize "appointing authorities" to demote, suspend, and reduce in salary or dismiss any employee under its jurisdiction for the causes stated in such rule, the board of trustees at Eastern Washington University hereby promulgates the following rules delegating the powers conferred upon it as an appointing authority. Such power is expressly derived from RCW ~~29B.40.420~~ <sup>28B.39.120</sup>, which statute accords the board of trustees the power and duty to employ, discipline, and discharge university employees within the limitations provided by law, and RCW ((~~29B.40.520~~)-(28B.10.528)) <sup>28B.10.528</sup>, which statute expressly accords the board of trustees the power, when exercised by resolution, to delegate to any designee powers and duties vested in or imposed upon the board by law.

AMENDATORY SECTION (Amending Order 82-04, filed 11/3/82)

WAC 172-180-020 DELEGATION OF APPOINTING AUTHORITY POWER. In accordance with the statutory powers referred to in WAC 172-180-010 and in accordance with the rules promulgated by the higher education personnel board, the board of trustees of Eastern Washington University, in accordance with the resolution adopting this WAC chapter, hereby designates the following positions, and persons occupying such positions, as appointing authorities at Eastern Washington University:

- (1) The president;
- (2) The vice president and provost for academic affairs;
- (3) The vice provost for academic affairs;
- (4) The vice president for business and finance;
- (5) The vice president for extended programs;
- (6) The ((provost)) vice president for student services;
- ~~(7) The ((vice-president-for-administration))~~
- ~~(8) The dean, college of letters and sciences;~~
- ~~(9) The dean, school of fine arts;~~
- ~~(10) The dean, school of human learning and development;~~
- ~~(11) The dean, school of health sciences;~~
- ~~(12) The dean, school of business;~~
- ~~(13) The dean, school of social work and human services;~~
- ~~(14) The dean, school of public affairs;~~
- ~~(15) The dean, school of mathematical sciences and technology;~~
- ~~(16) The university librarian; and~~
- ~~((17))~~ The executive assistant to the president (also the secretary of the board of trustees).

AMENDATORY SECTION (Amending Resolution 78-2, filed 5/5/78)

WAC 172-180-040 EFFECTIVE DATE. Upon the date this rule becomes effective, in accordance with the Higher Education Personnel Act, this rule shall supersede the resolution adopted by the board of trustees of Eastern Washington University dated ((March-29,-1973)) October 28, 1982.

# EWU

## EWU MEMORANDUM

TO: H. George Frederickson, President

FROM: Gordon Martinen, Vice President for Extended Programs *GM*

DATE: November 21, 1985

SUBJECT: Museum of Native American Culture

During the last several months, a number of discussions have taken place between the leadership and directors of the Museum of Native American Culture (MONAC), and, faculty and administration at EWU. The thrust of these conversations has been the exploration of a possible partnership that could be developed which would, in effect, draw both institutions together in a framework which would allow each to continue to recognize its primary purpose and goals, but provide for efficiency, economy and improved utilization. MONAC is described as a 501C3 (non-profit) organization which has, as its purpose:

- 1) The promotion of an awareness, understanding and appreciation of the history and development of Native American culture and western art. This will be accomplished by the collection, preservation, presentation and interpretation of such materials to the public through displays, access to collections, and programs making such materials available to the public.
- 2) Geographically, the museum is concerned with Native American and art materials from the western hemisphere; i.e., North, Middle and South Americas.
- 3) Temporally, the museum is concerned with materials from the span of human history in the New World, ranging from the prehistoric period through the present.
- 4) Culturally, the museum is concerned with materials that are:
  - A. Manufactured by Native Americans for their own use or use by others;
  - B. Non-Native American materials relating to the history and development of Native American cultures.
  - C. Reflective of the perceptions of Native Americans and their environment, history and cultures by both Native Americans and non-Indians.

**Eastern Washington University • Vice President for Extended Programs**  
**Cheney Campus • 216 Showalter Hall, Cheney, Washington 99004 • 509-359-2351 • 509-458-6237**  
**Higher Education Center • 705 West First Avenue, Spokane, Washington 99204 • 509-458-6401**

- 5) The museum may also collect and display materials that are not strictly related to the above but do contribute to the education and cultural enrichment of the community in which it exists.
- 6) The museum may collect or acquire artifacts or non-artifact materials to complement, supplement or provide a context for displays involving mission-related materials.

In reviewing their mission statement, it became apparent that the museum has considerable academic potential for a number of departments on campus, as well as at the other universities in the region. Clearly the programs relating to art, history, archaeology, anthropology and Indian studies would find some dimension of the museum that would benefit their program.

Discussions with faculty from departments that might have an involvement with the museum have produced reactions of skepticism, from the Anthropology Department, to positive support from the Director of Indian Studies and faculty from the Art Department, and enthusiasm for moving ahead from the contract archaeology program.

The discussions with MONAC officials, EWU academic persons and community leaders produced a rather uniform set of details relative to the state of affairs at the museum.

For a number of years MONAC has been plagued with many problems that can be attributed to poor management. The practices associated with accessioning and deaccessioning have not followed acceptable procedures usually associated with these processes. Since there has been little consistency in the administration of the museum, valuable parts of the collection have been lost. There is speculation that some artifacts have been sold or traded for personal gain. There is a lawsuit pending on this issue.

As a result of the gross mismanagement of the museum, their financial condition has been weakened to the point that if they do not find a partner that can help with the management, administration and provide fiscal control, the museum will cease to exist. It is my view, and a view held by many community leaders, that the closure of MONAC would represent a significant loss to Spokane.

It was from our concern for the loss to the community and an assessment of the academic potential that the proposed partnership was forged. The partnership is hinged to four main issues of concern:

- 1) That careful consideration be given any and all institutions that may have perceived a formal or informal relationship vested or otherwise, with MONAC. Clearly MONAC is an independent, autonomous institution. Its beginning traces back to Gonzaga, personnel at Gonzaga University and the Indian tribes in the region. It is important that these entities, in fact, do perceive MONAC as independent and free-standing—in a position to partner with any agency or agencies that it chooses.
- 2) Because of past deficiencies in the management of the museum, it is important that EWU be an equal partner in a strong position to recommend and prescribe appropriate management practices. The MONAC board will be comprised equally of MONAC and EWU nominees.
- 3) Because of the precarious fiscal condition of the museum, EWU will develop a financial plan with MONAC that will allow MONAC to, again, be self-supporting in five years. Initially, EWU may invest as much as \$35,000 to help stabilize the program. The investment will decline over the next five years so that in 1990, EWU's contribution will be zero.
- 4) In recognition of the significant underutilization of the facility and collection by educational institutions in the area including the public schools (K-12), it is necessary that a cooperative be established involving all interested institutions in the region to determine the scope and range of activities that might be developed to bring the collection at the museum back into proper perspective as an academic resource in support of teaching and research.

Agreement between Eastern Washington University (hereinafter "EWU") and Museum of Native American Cultures (hereinafter MONAC).

WHEREAS, EWU and MONAC will endeavor to create a consortium of educational institutions from this region to foster research, instruction, and a fuller utilization of the museum's academic and research potential;

WHEREAS, EWU, as a public institution has been created for the benefit of public good by the state Legislature, and

WHEREAS, EWU is charged with its responsibility of providing and meeting the educational and professional needs of the residents of the region it serves, and

WHEREAS, EWU provides educational services and programs of a practical and applied nature in the fields of history, Indian studies, anthropology, art, and archaeological studies, and

WHEREAS, MONAC recognizes that the educational needs of the residents of eastern Washington are inextricably intertwined with the preservation, interpretation, and analysis of the cultural resources and history of the Native American culture, and

WHEREAS, EWU and MONAC can reduce their expenses and eliminate duplication and thus improve service to the region, in an agreement that unifies purpose and objectives relating to areas of common interest and concern, and

WHEREAS, MONAC, through its interaction with the academic programs of EWU, may realize improvement in development and fund-raising activities and benefit from professional and economic support for MONAC operations, and

WHEREAS, EWU, through this agreement, anticipates providing increased access to the MONAC facility and collections for research purposes for the residents of eastern Washington, and

WHEREAS, EWU hopes to achieve greater access for EWU academic programming in the areas of history, Indian studies, anthropology, art, and archaeological studies, and increase the number and availability of student internships in those programs, and

NOW, THEREFORE, it is agreed: In consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

#### I. RESPONSIBILITY

A. The Board of Trustees of MONAC will retain its autonomy and continue to exercise sole responsibility for the operation of the museum, maintenance and curation of the collection, and for future capital developments.

B. EWU shall exercise its responsibility and maintain appropriate involvement through its representation on the MONAC Board of Trustees as outlined under section "Governance" below.

#### II. FINANCIAL COMMITMENT

Conceptually, MONAC and EWU will share certain operating expenses of the museum. The following general relationship shall be established.

A. All MONAC revenue, including deaccessioning income, shall be committed first to debt-service reserve account in an annual amount equal to one and one-half times the principal and interest payment due to the Seattle-First National Bank mortgage in order to provide for



mortgage payments and capital reserves; the balance of MONAC revenue shall be used for funding operations of the museum. It is the intent and understanding of this agreement that revenue from the deaccessions will not be required after June 30, 1990, and, after that time and after deaccessioning, revenue should be able to be committed back to maintenance/expansion of the collection itself.

B. For the period July 1, 1985, to June 30, 1990, the minimum base revenue required from MONAC, to be applied to funding museum operations before computing the amount of deficit to be shared equally as described in paragraph IIC below, shall equal the actual revenue for the fiscal year ending June 30, 1985 (\$52,782).

C. After applying MONAC revenues, any expenditures required to prevent deficits in the MONAC operation shall be shared equally by MONAC and EWU. MONAC has represented to EWU that the net <sup>excess</sup> (deficit) for fiscal years 1982, 1983, 1984, and 1985 amounted to \$7,738, (16,600), 53,940, and (63,018), respectively, and there is no reasonable anticipation that the annual deficit to be shared will exceed the \$70,000 annual level.

D. Upon execution of the agreement, MONAC will have provided EWU a letter from an independent auditor describing any and all contingent liabilities of MONAC which could impact the operating expenses in any year of this contract.

E. It is anticipated that the museum operation will move toward a self-supporting basis, and the priorities for financial improvement are as follows:

1. Development of sufficient reserves to provide for minor capital improvements and capital repairs;

2. Maintenance of sufficient reserves to protect cash-flow requirements;

3. Creation of an endowment for accessions in order to achieve a reduction in the rate of deaccessioning and minimize the EWU contribution required to support the museum operation without deficits.

E. It is the intent of MONAC and EWU that the museum operation become completely self-supporting, including the establishment of appropriate reserve accounts no later than June 30, 1990.

F. In consideration of EWU's financial support, MONAC, in addition to rights and privileges granted elsewhere in this agreement, shall grant EWU the option and right of first refusal of purchase of any real property, currently owned or which may come into the possession of MONAC during the term of this agreement, which may be sold before June 30, 1990. The purchase price of this real property shall not exceed the fair market value of the property on the date of execution of this agreement.

### III. GOVERNANCE

Governance structure described in MONAC bylaws shall remain; the Board of Trustees and Executive Committee shall remain autonomous and solely responsible for the museum and the collection. EWU will be assigned its responsibility through appropriate representation as follows:

A. In order to provide representation in the policy-making and planning processes and to assure that public funds committed by EWU are managed in accordance with university policies and in a manner consistent with EWU's responsibilities as a regional university, the President

of EWU shall nominate no fewer than one-half of the members of the Board of Trustees of MONAC. Within that designated number, at least fifty percent of the members shall be nominated from individuals who are not directly employed by EWU.

B. In order to ensure that financial contributions by EWU are being expended in a manner consistent with Washington state law, its regulations and policies, the Vice President for Business and Finance at EWU will be designated treasurer of MONAC and shall be granted release time for the purpose of providing the cooperative services under the terms of this agreement.

C. MONAC will establish an agency account with the university, and all accounting/auditing services will be provided through the university's fiscal structure. MONAC agrees to reimburse the university for the cost of these accounting and auditing services. The university will bill MONAC for the same on a quarterly basis.

D. The MONAC Board of Trustees and its agents shall establish its own levels of financial controls and shall assume responsibility for implementation of the same. The university shall have the right of oversight of these operations and will make recommendations for changes or modifications accordingly.

E. In order to provide for and coordinate liaisons between the MONAC Board of Trustees and the university and its academic departments, the EWU Vice President for Extended Programs will be designated as the vice president of MONAC and shall be granted release time for the purpose of providing the cooperative service under the terms of this agreement.

F. The trustees and committee members appointed by the EWU Board of Trustees and the EWU vice presidents will be members of the museum in good standing.

G. MONAC will hire a director for operations who will be ultimately responsible and accountable to the MONAC Executive Committee and who will receive direct, daily supervision from the MONAC vice president.

H. MONAC hereby agrees that, at the time of execution of this agreement, its corporate bylaws will be amended, as necessary, in order that there will be no conflict between this agreement and MONAC bylaw provision.

#### IV. REPRESENTATION

It is expressly recognized that EWU and MONAC are separate legal entities cooperating through a contractual relationship. To the extent practicable, without compromising the autonomy of MONAC and EWU, the affiliation between EWU and MONAC will be recognized in signage, publications, programs and processes of the museum.

#### V. TERM OF AGREEMENT

This agreement for financial commitment, section II above, shall be in effect from December 1, 1985, through June 30, 1990. Renewal for an additional five-year period will be automatic unless either party provides written notice of intent to terminate on or before January 1, 1990.

This agreement for all other sections (except for section II) of this agreement shall be in effect from December 1, 1985, through June 30, 1995.

## VI. TERMINATION

During the first year, EWU may terminate this agreement by providing six (6) months written notice of intent to terminate to the MONAC Board of Trustees. After the first year, EWU may terminate this agreement by providing ninety (90) days written notice. MONAC may exercise the same termination rights, providing that if such termination occurs during the first three years of this agreement, EWU shall be entitled to a pro rata return of any funds contributed.

## VII. HOLD HARMLESS

A. MONAC releases and agrees to indemnify and hold harmless the university and its agents from and against any liability as a result of any act or failure to act by MONAC or its agents which may develop during the period of this agreement.

B. EWU agrees to save and hold MONAC harmless against any legal claims, demands, and judgments against MONAC arising out of any activities performed by EWU students or instructors pursuant to this agreement and agrees to reimburse MONAC for all reasonable expenses incurred in defending any such claim.

C. It is expressly understood by MONAC that members of the Board of Trustees appointed by the EWU board and EWU officials identified in this agreement, who will be granted release time for the purpose of assisting MONAC, that those individuals during said periods of release time shall be acting as agents of MONAC, and in the event of any claims, demands, or judgments against those individuals, MONAC agrees to indemnify and defend those individuals.

#### VIII. MODIFICATION

This agreement shall be reviewed annually and may be amended at any time by mutual, written agreement. This agreement shall be effective upon its execution and continued as described in section V.

#### IX. MISCELLANEOUS

It is further understood that students participating in programs at MONAC will be under the direct supervision and responsible to faculty or staff members of EWU. Faculty or staff will be responsible to the liaison person designated by MONAC to oversee the training and activities of the students. MONAC may request EWU to withdraw any student from its internship arrangements for unsatisfactory performance.

Except for internships, at no time is any member of EWU's student body or faculty to be considered an agent or employee of MONAC.

MONAC further agrees to provide EWU necessary space for conferences with students as may be available. EWU agrees further that faculty and students will observe the rules and regulations of MONAC and that EWU shall assume responsibility for the cost of any equipment that is broken, damaged, or lost due to any negligence of its faculty or students.

#### X. LAW

This contract shall be governed by and construed in accordance with the laws of the state of Washington. The venue of any action brought hereunder shall be in the Superior Court of Spokane County, Washington.

## XI. NOTICES

All notices provided for in this agreement shall be in writing, addressed to the appropriate party at their respective address set forth below or to such other current address as specified by the notice, and if sent by mail shall be certified or registered, return receipt requested.

## XII. COMPLETE AGREEMENT

This agreement is the exclusive statement of the understanding between the parties with respect to its subject matter and as of its date supercedes all prior agreements, negotiations, representations, and proposals written or oral relating to this subject matter.

## XIII. SEVERABILITY

If any provision of this agreement is found to be invalid or unenforceable or contrary to state law, such findings shall not affect the validity or enforceability of any other provisions herein.

IN WITNESS WHEREOF, This agreement has been executed by and on behalf of the parties hereto the date and year first above written.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 1985.

EASTERN WASHINGTON UNIVERSITY

MUSEUM OF NATIVE AMERICAN CULTURES

By: \_\_\_\_\_

By: \_\_\_\_\_

Approved as to form this  
\_\_\_\_\_ day of \_\_\_\_\_, 1985.

\_\_\_\_\_  
Senior Assistant Attorney General

pm/LEG-Q

## EWU MEMORANDUM

TO: H. George Frederickson, President

FROM: Gordon Martinen, Vice President for Extended Programs *MM*

DATE: November 21, 1985

SUBJECT: Uplink Satellite System

Eastern Washington University is the only university which draws the majority of its students from areas of the state other than the three large counties which make up the Seattle metropolitan area. The bulk of Eastern's students come from the area bordered on the west by the Cascade Mountains and the east by the Idaho border. This region is dominated by communities which have small populations.

These communities are also separated by significant mountain and river systems. They have transportation systems which are easily impacted by the extremes of the seasons.

Over the years, Eastern has provided many of the educational services this region needs—both on-campus and through the Continuing Education division of Extended Programs.

In recent years, it has become increasingly apparent that with ever-increasing pressure on university resources that the communities in the remote, outlying areas were becoming more vulnerable to an education gap created by funding shortfalls on the state, local and federal levels.

There has also been increased pressure on high school graduates from these small communities to be as advantaged in educational terms as a student might be, had they gone to larger high schools that provided a comprehensive curriculum in the science, math, English and foreign language. Needless to say, it is impossible given the limited number of faculty available in most small schools to even consider the broad array of coursework that many universities now consider essential prerequisites to the university experience. A concern held by many is that as admissions requirements get tighter, more rigid, and expectations relative to students' performance and competency increase, that students from many of these schools will not be able to matriculate from high school to the university of their choice.

The problems associated with in-service and continuing education to teachers and administrators are similar to those encountered by high school students.

**Eastern Washington University • Vice President for Extended Programs**  
**Cheney Campus • 216 Showalter Hall, Cheney, Washington 99004 • 509-359-2351 • 509-458-6237**  
**Higher Education Center • 705 West First Avenue, Spokane, Washington 99204 • 509-458-6401**



Given Eastern's long-standing tradition in teacher education, Extended Programs began exploring several systems which would help reduce the magnitude of the problem. Clearly, any alternative approach did not measure up to live, in-classroom instruction. Models explored included computer-assisted instruction. This model was set aside due to its expense and lack of reliability. A microwave system similar to that developed by WSU to deliver engineering programming in Spokane, Vancouver, Tri-Cities or Seattle was analyzed and set aside due to the huge expense likely to occur when consideration was given to terrain and the huge expense involved in providing coverage to the remote locations in this part of the state. The third system emerged, as a viable system, when we began to experiment with the use of satellite technology in receiving a broad range of educational programs at the EWU Spokane Center. In discussion with other agencies which use satellite technology for instruction, it became obvious that if Eastern were to develop an earth station (uplink) that would connect our production center with a satellite, that multiple locations in eastern Washington could receive our programming as clearly as most homes now receive television.

In order to determine the costs of doing such a program, the specifications for the technology were sent to various vendors for bids. The results were favorable. The price of satellite technology is dropping as dramatically as did the price of hand calculators some ten years ago. What cost a million dollars five years ago now costs less than \$200,000. Even though the cost of the technology has dropped; the cost is still significant.

To understand the financial risks involved, a series of conversations relative to need and expense were held with superintendents in the Wenatchee area and with the administrators of our local Educational Service District (ESD 101) which helps provide shared services to small schools in the northeast part of the state.

In each case, the response was favorable. ESD 101 has now identified ten schools in northeastern Washington that will serve initially as receive sites. I am hopeful that number will expand to 30-40 by the fall. ESD's in Wenatchee, Tri-Cities and Vancouver have expressed a keen interest in the program. One school from the Wenatchee ESD is already willing to participate. The Superintendent of Public Instruction has also indicated an interest in the project. They are interested in developing a physics course that could be received at various small high schools.

H. George Frederickson  
11/21/85  
page 3

As proposed, we believe the system would do much to improve the quality of instruction in small high schools especially in those curricular areas fundamental to lower and upper division university work. The system would be funded by users of the service. It is our intention to develop a financial plan that will provide for the recovery of costs in a five-year period of time. These details need to be worked out between Extended Programs and Business and Finance. Assuming that an appropriate financial model can be developed, I would propose that we return to the Board of Trustees in January for acceptance of the project.

December 2, 1985

PERSONNEL ACTIONS

Academic

1. Appointments - 1985-86

Wilczynski, Jerzy, Associate Professor of Computer Science, for the period January 1, 1985 through June 13, 1986, probationary appointment. Base Salary: \$28,612.  
(Ph.D., The Warsaw University)

PERSONNEL ACTIONS

December 2, 1985

Administrative

1. Continuation of Contract:

Frederickson, H. George, For the term commencing January 1, 1986. (Contract enclosed).

2. Resignations:

Mauer, Terry K., Director of News Services; effective December 2, 1985.

Ashley, Kim, Educational Services Specialist; effective December 2, 1985.